

**AGENDA OF A REGULAR MEETING - NATIONAL CITY CITY COUNCIL/
COMMUNITY DEVELOPMENT COMMISSION – HOUSING AUTHORITY OF
THE CITY OF NATIONAL CITY**



**COUNCIL CHAMBERS
CIVIC CENTER
1243 NATIONAL CITY BOULEVARD
NATIONAL CITY, CALIFORNIA
TUESDAY, OCTOBER 16, 2018 – 6:00 PM**

RON MORRISON
Mayor

ALBERT MENDIVIL
Vice Mayor

JERRY CANO
Councilmember

MONA RIOS
Councilmember

ALEJANDRA SOTELO-SOLIS
Councilmember

*1243 National City Blvd.
National City, CA 91950
619-336-4240*

*Meeting agendas and
minutes available on web*

WWW.NATIONALCITYCA.GOV

ORDER OF BUSINESS: Public sessions of all Regular Meetings of the City Council / Community Development Commission - Housing Authority (hereafter referred to as Elected Body) begin at 6:00 p.m. on the first and third Tuesday of each month. Public Hearings begin at 6:00 p.m. unless otherwise noted. Closed Meetings begin in Open Session at 5:00 p.m. or such other time as noted, and after announcing closed session items, convenes into a Closed Meeting. If a workshop is scheduled, the subject and time of the workshop will appear on the agenda. The Mayor and Council members also sit as the Chairperson and Members of the Board of the Community Development Commission (CDC).

REPORTS: All open session agenda items and reports as well as all documents and writings distributed to the Elected Body less than 72 hours prior to the meeting, are available for review at the entry to the Council Chambers. Regular Meetings of the Elected Body are webcast and archived on the City's website **www.nationalcityca.gov**.

PUBLIC COMMENTS: Prior to the Business portion of the agenda, the Elected Body will receive public comments regarding any matters within the jurisdiction of the City and/or the Community Development Commission. Members of the public may also address any item on the agenda at the time the item is considered by the Elected Body. Persons who wish to address the Elected Body are requested to fill out a "Request to Speak" form available at the entrance to the City Council Chambers, and turn in the completed form to the City Clerk. The Mayor or Chairperson will separately call for testimony of those persons who have turned in a "Request to Speak" form. If you wish to speak, please step to the podium at the appropriate time and state your name and address (optional) for the record. The time limit established for public testimony is three minutes per speaker unless a different time limit is announced. Speakers are encouraged to be brief. The Mayor or Chairperson may limit the length of comments due to the number of persons wishing to speak or if comments become repetitious or irrelevant.

WRITTEN AGENDA: With limited exceptions, the Elected Body may take action only upon items appearing on the written agenda. Items not appearing on the agenda must be brought back on a subsequent agenda unless they are of a demonstrated emergency or urgent nature, and the need to take action on such items arose after the agenda was posted.

CONSENT CALENDAR: Consent calendar items involve matters which are of a routine or noncontroversial nature. All consent items are

adopted by approval of a single motion by the City Council. Prior to such approval, any item may be removed from the consent portion of the agenda and separately considered upon request of a Councilmember, a staff member, or a member of the public.

Upon request, this agenda can be made available in appropriate alternative formats to persons with a disability in compliance with the Americans with Disabilities Act. Please contact the City Clerk's Office at (619) 336-4228 to request a disability-related modification or accommodation. Notification 24-hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Spanish audio interpretation is provided during Elected Body Meetings. Audio headphones are available in the lobby at the beginning of the meeting.

Audio interpretación en español se proporciona durante sesiones del Consejo Municipal. Los audífonos están disponibles en el pasillo al principio de la junta.

Spanish to English interpretation services are available to members of the public who wish to speak to the City Council during the meeting. "Request to Speak" forms requesting interpretation must be filed within the first two hours of the meeting.

Español a los servicios de interpretación Inglés de audio está disponibles para los miembros del público que desean hablar con el Ayuntamiento durante del Consejo Municipal. "Solicitud para hablar de" formas solicitud de interpretación deben ser presentadas dentro de las dos primeras horas del Consejo Municipal.

COUNCIL REQUESTS THAT ALL CELL PHONES AND PAGERS BE TURNED OFF DURING CITY COUNCIL MEETINGS.

OPEN TO THE PUBLIC

A. CITY COUNCIL

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE TO THE FLAG

PUBLIC COMMENTS (THREE-MINUTE TIME LIMIT)

PROCLAMATIONS

AWARDS AND RECOGNITIONS

1. [Recognition of KirE Builders, Inc. for their Participation in the Adopt-A-Place Program. \(Housing & Economic Development\)](#)

PRESENTATIONS

2. [Squad Program Update. \(Fire\)](#)

INTERVIEWS / APPOINTMENTS

CONSENT CALENDAR

3. [Motion of the City Council of the City of National City approving the waiving of the reading of the text of the Ordinances considered at this meeting and providing that such Ordinances shall be introduced and/or adopted after a reading of the title only. \(City Clerk\)](#)
4. [Approval of the Minutes of the Special Meetings of the City Council of the City of National City of March 26, 2018 and October 2, 2018 and the Regular Meeting of the City Council and Community Development Commission - Housing Authority of the City of National City of May 15, 2018. \(City Clerk\)](#)
5. [Resolution of the City Council of the City of National City: 1\) accepting the work performed by Dick Miller, Inc. for the Citywide Alley Improvements Project, CIP No. 16-11; 2\) approving the final contract amount of \\$987,241.97; 3\) authorizing the release of retention in the amount of \\$49,362.10 from the Dick Miller Inc.'s escrow account; and 4\) authorizing the Mayor to sign the Notice of Completion for the project. \(Engineering/Public Works\)](#)

6. [Resolution of the City Council of the City of National City: 1\) awarding a contract to Whillock Contracting, Inc. in the amount of \\$5,219,250 for the Paradise Creek Park Site Remediation and Improvements, CIP No. 18-07; 2\) authorizing a 25% contingency in the amount of \\$1,304,812.50 for any unforeseen changes; and 3\) authorizing the Mayor to execute the contract. \(Engineering/Public Works\)](#)
7. [Resolution of the City Council of the City of National City authorizing the Mayor to execute a three year Service Agreement with IPS Group, Inc., for a not-to-exceed amount of \\$270,000 to provide Parking Management, Parking Enforcement, and Online Permit Management systems and services. \(Engineering/Public Works\)](#)
8. [Resolution of the City Council of the City of National City authorizing the installation of a blue curb disabled persons parking space with signage in front of the residence located on 1039 "D" Avenue \(TSC No. 2018-23\). \(Engineering/Public Works\)](#)
9. [Resolution of the City Council of the City of National City authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 2229 E. 4th Street \(TSC No. 2018-24\). \(Engineering/Public Works\)](#)
10. [Resolution of the City Council of the City of National City authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 927 "C" Avenue \(TSC No. 2018-25\). \(Engineering/Public Works\)](#)
11. [Resolution of the City Council of the City of National City authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 318 "F" Avenue \(TSC No. 2018-26\). \(Engineering/Public Works\)](#)
12. [Resolution of the City Council of the City of National City: 1\) authorizing the acceptance of the County of San Diego's Community Enhancement Program grant funds of \\$10,000 for the special event "A Kimball Holiday and Tree Lighting Ceremony", with no matching funds required; 2\) authorizing the City Manager to execute an agreement between the City of National City and the County of San Diego to receive FY19 Community Enhancement Program grant funds; 3\) and authorizing the establishment of a Reimbursable Grants Citywide Fund appropriation of \\$10,000 and corresponding revenue budget. \(Community Services\)](#)
13. [Temporary Use Permit - Harvest Fest hosted by Cornerstone Church of San Diego at 1914 Sweetwater Road on October 31, 2018 from 6:00 p.m. to 9:00 p.m. with no waiver of fees. \(Neighborhood Services\)](#)

14. [Investment transactions for the month ended July 31, 2018. \(Finance\)](#)
15. [Warrant Register #11 for the period of 09/05/18 through 09/11/18 in the amount of \\$1,954,603.89. \(Finance\)](#)
16. [Warrant Register #12 for the period of 09/12/18 through 09/18/18 in the amount of \\$1,344,046.41. \(Finance\)](#)

PUBLIC HEARINGS: ORDINANCES AND RESOLUTIONS

NON CONSENT RESOLUTIONS

17. [Resolution of the City Council authorizing the Mayor to Execute a Mills Act Historic Preservation Contract for 1430 E. 24th Street \(Applicant: Stepheni Norton\) \(Case File 2018-10 M\). \(Planning\)](#)
18. [Resolution of the City Council of the City of National City declaring a Shelter Crisis, within the meeting of government code Section 8698, et seq; authorizing the City Manager to Homeless Emergency Aid Program \(HEAP\) funds to address said Shelter Crisis as provided for in SB 850 and the 2018-19 budget act; and related actions. \(Housing & Economic Development\)](#)
19. [Resolution of the City Council of the City of National City amending City Council Policy #901, to clarify procedures for the disposition of surplus real property and for the sale, lease, and rental of City-owned real property. \(Housing & Economic Development\)](#)
20. [Resolution of the City Council of the City of National City adopting City Council Policy #904, providing a policy and procedures for the subordination of homebuyer assistance and owner occupied housing rehabilitation loans. \(Housing & Economic Development\)](#)
21. [Resolution of the City Council of the City of National City authorizing the City Manager to make determinations under Government Code Section 21173 and to certify such determinations to the CalPERS Public Retirement System. \(Human Resources\)](#)
22. [Resolution of the City Council of the City of National City to initiate the designation of historic properties as recommended by the National City Historical Society and based on historic properties surveys. \(Planning\)](#)

NEW BUSINESS

23. [Temporary Use Permit – Beer Without Borders, Volume 4 hosted by Machete Beer House on November 10, 2018 from 4:00 p.m. to 1:30 a.m. at Machete Beer House, 2325 Highland Avenue with no waiver of fees. \(Neighborhood Services\)](#)

24. [Request by the National City Historical Society for notification of building permit applications involving buildings \(resources\) that may have features of historic value. \(Planning\)](#)

B. COMMUNITY DEVELOPMENT COMMISSION - HOUSING AUTHORITY

CONSENT RESOLUTIONS - HOUSING AUTHORITY

PUBLIC HEARINGS: RESOLUTIONS - HOUSING AUTHORITY

NON CONSENT RESOLUTIONS - HOUSING AUTHORITY

NEW BUSINESS - HOUSING AUTHORITY

C. REPORTS

STAFF REPORTS

MAYOR AND CITY COUNCIL

CLOSED SESSION REPORT

ADJOURNMENT

Regular Meeting of the City Council and Community Development Commission - Housing Authority of the City of National City - Tuesday - November 20, 2018 - 6:00 p.m. - Council Chamber - National City, California.

The following page(s) contain the backup material for Agenda Item: Recognition of KirE Builders, Inc. for their Participation in the Adopt-A-Place Program. (Housing & Economic Development)

Please scroll down to view the backup material.

Item # _____

10/16/18

**Recognition of KirE Builders, Inc. for their participation in
the Adopt-A-Place Program**

(Housing and Economic Development)

The following page(s) contain the backup material for Agenda Item: Squad Program Update. (Fire)
Please scroll down to view the backup material.

Item # ____

10/16/2018

SQUAD PROGRAM UPDATE

(FIRE)

The following page(s) contain the backup material for Agenda Item: Motion of the City Council of the City of National City approving the waiving of the reading of the text of the Ordinances considered at this meeting and providing that such Ordinances shall be introduced and/or adopted after a reading of the title only. (City Clerk)
Please scroll down to view the backup material.

Item # ____
10/16/18

**MOTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL
CITY APPROVING THE WAIVING OF THE READING OF THE
TEXT OF THE ORDINANCES CONSIDERED AT THIS MEETING
AND PROVIDING THAT SUCH ORDINANCES SHALL BE
INTRODUCED AND/OR ADOPTED AFTER A READING
OF THE TITLE ONLY.**

(City Clerk)

The following page(s) contain the backup material for Agenda Item: Approval of the Minutes of the Special Meetings of the City Council of the City of National City of March 26, 2018 and October 2, 2018 and the Regular Meeting of the City Council and Community Development Commission - Housing Authority of the City of National City of May 15, 2018. (City Clerk)
Please scroll down to view the backup material.

Item # ____
10/16/18

**APPROVAL OF THE MINUTES OF THE SPECIAL MEETINGS
OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY
OF MARCH 26, 2018 AND OCTOBER 2, 2018 AND
THE REGULAR MEETING OF THE CITY COUNCIL AND
COMMUNITY DEVELOPMENT COMMISSION – HOUSING
AUTHORITY OF THE CITY OF NATIONAL CITY OF
MAY 15, 2018.**

(City Clerk)

DRAFT DRAFT DRAFT
**MINUTES OF THE SPECIAL MEETING OF THE
CITY COUNCIL OF THE CITY OF NATIONAL CITY**

HOUSING WORKSHOP

March 26, 2018

The Special Meeting of the City Council of the City of National City was called to order at 4:06 p.m. by Mayor / Chairman Ron Morrison.

ROLL CALL

Council / Board members present: Cano, Mendivil, Morrison, Rios, Sotelo-Solis
Administrative Officials present: Dalla, Deese, Morris-Jones, Stevenson, Vergara.

PLEDGE OF ALLEGIANCE TO THE FLAG BY MAYOR RON MORRISON

CITY WIDE HOUSING ADMIN (303-4-1)

1. Housing Workshop – Presentation – Comprehensive Local Housing Strategy (City Manager)

STAFF PRESENTATION: Brad Raulston, National City Assistant City Manager, gave an overview of the meeting and reviewed the challenges involved in developing a Comprehensive Local Housing Strategy and Proposed Local Housing Objectives.

Seth Litchney, Senior Regional Planner for the San Diego Association of Governments (SANDAG) gave a presentation on the Regional Housing Needs Assessment (RHNA) prepared by SANDAG.

Ray Pe, National City Principal Planner, reviewed the Housing Element in National City's General Plan.

Debbie Ruane, Executive Vice President and Chief Strategy Officer for the San Diego Housing Commission, reviewed the Housing Commissions Major Programs, Current Housing Situation, and the San Diego Housing Production Objectives for the period 2018 – 2028.

Carlos Aguirre, National City Acting Director of Housing and Economic Development, reviewed National City's Housing Programs and potential funding sources to address housing needs.

Alfredo Ybarra, Acting Deputy City Manager, presented information on Rent Control/Stabilization and related programs in California.

Martin Reeder, National City Acting Planning Director, reviewed National City Plans and current projects related to housing issues.

TESTIMONY: Fifteen speakers offered testimony both in support and against rent control and offered various suggestions on how to address National City's housing needs and the current housing crisis.

CITY WIDE HOUSING ADMIN (303-4-1) (cont.)

1. Housing Workshop – Presentation – Comprehensive Local Housing Strategy (City Manager) (cont.)

ACTION: No vote was taken. Members of the City Council asked questions; expressed various individual concerns and opinions regarding rent control, the housing crisis, the need to be creative in seeking solutions, the importance of having mixed rate housing choices, gentrification and displacement of residents. The consensus was the need to get additional information and come back with some practical incentives and actions that can be taken to address housing issues.

Note: All presentations are attached as Exhibit “A”.

ADJOURNMENT

Motion by Sotelo-Solis, seconded by Cano, to adjourn the meeting to the next Regular Meeting of the City Council and Community Development Commission – Housing Authority of the City of National City to be held - Tuesday – April 3, 2018 at 6:00 p.m. at the Council Chambers, National City, California. Carried by unanimous vote.

Next Regular City Council Meeting: Tuesday, April 3, 2018, 6:00 p.m., City Council Chambers, Civic Center – National City, California.

The meeting closed at 6:55 p.m.

City Clerk

The foregoing minutes were approved at the Regular Meeting of October 16, 2018.

Mayor

DRAFT DRAFT DRAFT
**MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL AND COMMUNITY DEVELOPMENT COMMISSION –
HOUSING AUTHORITY OF THE CITY OF NATIONAL CITY**

May 15, 2018

The Regular Meeting of the City Council and Community Development Commission – Housing Authority of the City of National City was called to order at 6:24 p.m. by Mayor / Chairman Ron Morrison.

ROLL CALL

Council / Board members present: Cano, Mendivil, Morrison, Rios, Sotelo-Solis.
Administrative Officials present: Dalla, Deese, Denham, Duong, Manganiello, Morris-Jones, Mosley, Parra, Raulston, Roberts, Rodriguez, Vergara, Williams, Ybarra.
Others present: City Treasurer Mitch Beauchamp.

PLEDGE OF ALLEGIANCE TO THE FLAG BY MAYOR RON MORRISON

PUBLIC COMMENTS

Bert Andrade, National City, mentioned the upcoming Memorial Day holiday and shared his naval experiences during the Korean War.

Michele Krug, San Diego, expressed her displeasure with some members of the City Council.

Angelica Carrillo and Jacqueline Reynoso, National City Chamber of Commerce, discussed the purpose and goal of the Chamber of Commerce Permit Process Improvement Task Force and requested the topic be added to the next agenda for discussion.

Raymond Lomeli, National City, said that National City needs a change and spoke in support of Alejandra Sotelo-Solis becoming the next Mayor.

PRESENTATIONS

**COUNCIL MEETING PRESENTATIONS / AWARDS & RECOGNITIONS 2018
(102-10-13)**

1. National City's Community Enhancement Grant Update by the National City Chamber of Commerce. (Jacqueline Reynoso, President/CEO, National City Chamber of Commerce)
2. Recap of Community Service Day event held on Saturday, April 28, 2018. (Elyana Delgado, Recreation Center Supervisor and Juanita Castaneda, Recreation Center Supervisor, Community Services)

INTERVIEWS / APPOINTMENTS

BOARDS & COMMISSIONS ADMIN (101-1-1)

3. Interviews and Appointments: Appointment of an Alternate member to the Bay Shore Bikeway Working Group. (City Clerk)

ACTION: Motion by Sotelo-Solis, seconded by Rios to appoint Member Rios as alternate member. Motion failed by the following vote, to-wit: Ayes: Rios, Sotelo-Solis. Nays: Cano, Mendivil, Morrison. Absent: None. Abstain: None.

Motion by Morrison, seconded by Cano, to appoint Member Cano as alternate member and Vice Mayor Mendivil as primary member. Carried by the following vote, to-wit: Ayes: Cano, Mendivil, Morrison. Nays: Rios, Sotelo-Solis. Absent: None. Abstain: None.

CITY COUNCIL

CONSENT CALENDAR

ADOPTION OF CONSENT CALENDAR. Item No. 4 (NCMC), Item No. 5 (Minutes), Item Nos. 6 through 18 (Resolution Nos. 2018-69 through 2018-81), Item Nos. 19 and 20 (Temporary Use Permits), Item Nos. 21 and 22 (Warrant Registers). Motion by Mendivil, seconded by Sotelo-Solis, to approve the Consent Calendar except for Item Nos. 15 through 17. Carried by unanimous vote.

MUNICIPAL CODE 2018 (506-2-33)

4. MOTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY APPROVING THE WAIVING OF THE READING OF THE TEXT OF THE ORDINANCES CONSIDERED AT THIS MEETING AND PROVIDING THAT SUCH ORDINANCES SHALL BE INTRODUCED AND/OR ADOPTED AFTER A READING OF THE TITLE ONLY. (City Clerk)

ACTION: Approved. See above.

APPROVAL OF MINUTES (103-2-1)

5. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL AND COMMUNITY DEVELOPMENT COMMISSION - HOUSING AUTHORITY OF THE CITY OF NATIONAL CITY OF FEBRUARY 6, 2018 AND THE MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY OF FEBRUARY 20, 2018. (City Clerk)

ACTION: Approved. See above.

CONTRACT (C2011-03)

GRANT / PUBLIC SAFETY (206-4-27)

6. Resolution No. 2018-69. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING THE ACCEPTANCE OF THE FY 2017 OPERATION STONEGARDEN GRANT IN THE AMOUNT \$44,000, AND AUTHORIZING THE CHIEF OF POLICE TO EXECUTE THE

CONSENT CALENDAR (cont.)

CONTRACT (C2011-03)

GRANT / PUBLIC SAFETY (206-4-27)

6. Resolution No. 2018-69 (continued). AGREEMENT FOR THE AWARD OF THE GRANT FUNDS AND SIGN GRANT DOCUMENTS INDEMNIFYING THE GRANTING AGENCY AGAINST ANY LIABILITY ARISING FROM GRANT RELATED OPERATIONS, AND AUTHORIZING THE ESTABLISHMENT OF THE POLICE DEPARTMENT GRANTS FUND APPROPRIATIONS AND A CORRESPONDING REVENUE BUDGET, IN THE AMOUNT OF THE GRANT FOR REIMBURSEMENT OF OVERTIME, FRINGE BENEFITS AND MILEAGE FOR PROGRAMMATIC OPERATIONS. (Police)

ACTION: Adopted. See above.

**ENGINEERING / PUBLIC WORKS DEPT - GRANTS / REPORTS ADMIN
(1104-1-1)**

7. Resolution No. 2018-70. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, 1) AUTHORIZING THE FILING OF ELEVEN (11) GRANT APPLICATIONS THROUGH THE SAN DIEGO ASSOCIATIONS OF GOVERNMENTS (SANDAG) ACTIVE TRANSPORTATION GRANT PROGRAM (ATGP) AND SMART GROWTH INCENTIVE PROGRAM (SGIP); 2) ACCEPTING THE TERMS OF THE GRANT AGREEMENTS; 3) COMMITTING TO PROVIDING THE LOCAL MATCH AMOUNTS IDENTIFIED FOR EACH PROJECT IF GRANT AWARDS ARE MADE BY SANDAG; AND 4) AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE THE GRANT AGREEMENTS IF SELECTED FOR FUNDING. (Engineering/Public Works)

ACTION: Adopted. See above.

CONTRACT (C2017-02)

8. Resolution No. 2018-71. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY: 1) ACCEPTING THE WORK PERFORMED BY "A GOOD SIGN AND GRAPHICS CO." FOR THE WAYFINDING SIGNAGE PROJECT, CIP NO. 16-13; 2) APPROVING THE FINAL CONTRACT AMOUNT OF \$335,086.54; 3) AUTHORIZING THE RELEASE OF RETENTION IN THE AMOUNT OF \$16,754.33; AND 4) AUTHORIZING THE MAYOR TO SIGN THE NOTICE OF COMPLETION FOR THE PROJECT. CONTRACT FUNDED THROUGH SANDAG SMART GROWTH INCENTIVE PROGRAM GRANT AND PORT OF SAN DIEGO CAPITAL IMPROVEMENT PROGRAM GRANT. (Engineering/Public Works)

ACTION: Adopted. See above.

CONSENT CALENDAR (cont.)

CONTRACT (C2014-51)

9. Resolution No. 2018-72. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY WAIVING THE FORMAL BID PROCESS PURSUANT TO NATIONAL CITY MUNICIPAL CODE SECTION 2.60.260 REGARDING COOPERATIVE PURCHASING AND AUTHORIZING THE CITY TO PIGGYBACK ONTO THE CITY OF POWAY URBAN FORESTRY MAINTENANCE SERVICES CONTRACT WITH WEST COAST ARBORIST, INC. (WCA) TO AWARD AN AGREEMENT FOR THE PURCHASE OF 1,700 TREES AND TO PROVIDE PLANTING AND INITIAL MAINTENANCE SERVICES IN AN AMOUNT NOT TO EXCEED \$297,500, FUNDED BY A CAL FIRE URBAN AND COMMUNITY FORESTRY GRANT. (Engineering/Public Works)

ACTION: Adopted. See above.

**ENGINEERING / PUBLIC WORKS DEPT - GRANTS / REPORTS ADMIN
(1104-1-1)**

10. Resolution No. 2018-73. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING THE ESTABLISHMENT OF AN ENGINEERING GRANTS FUND APPROPRIATION OF \$333,000 AND CORRESPONDING REVENUE BUDGET TO ALLOW FOR REIMBURSEMENT OF ELIGIBLE PROJECT EXPENDITURES THROUGH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION'S (CALTRANS) SUSTAINABLE TRANSPORTATION PLANNING GRANT PROGRAM FOR COMPLETION OF THE NATIONAL CITY INTRA-CONNECT PLAN (Integrating Neighborhoods with Transportation Routes for All). (Engineering/Public Works)

ACTION: Adopted. See above.

PARKING & TRAFFIC CONTROL ADMIN 2018 (801-2-40)

11. Resolution No. 2018-74. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING THE INSTALLATION OF RED CURB "NO PARKING" ON THE NORTH SIDE OF THE 200 BLOCK OF E. 24TH STREET ADJACENT TO THE TWO DRIVEWAYS OF PARKING LOT "S" OF NATIONAL CITY PARK APARTMENTS, LOCATED AT 2323 "D" AVENUE, IN ORDER TO ENHANCE SAFETY AND VISIBILITY FOR DRIVERS EXITING THE APARTMENT DRIVEWAYS (TSC No. 2018-04). (Engineering/Public Works)

ACTION: Adopted. See above.

CONSENT CALENDAR (cont.)

PARKING & TRAFFIC CONTROL ADMIN 2018 (801-2-40)

12. Resolution No. 2018-75. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING THE CONVERSION OF 4-HOUR PARALLEL PARKING TO "30-MINUTE" PARKING LOCATED ON THE SOUTH SIDE OF THE 100 BLOCK OF W. 33RD STREET IN FRONT OF NATIONAL/54 SELF STORAGE TO INCREASE PARKING TURNOVER FOR CUSTOMERS (TSC No. 2018-05). (Engineering/Public Works)

ACTION: Adopted. See above.

PARKING & TRAFFIC CONTROL ADMIN 2018 (801-2-40)

13. Resolution No. 2018-76. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING THE INSTALLATION OF A BLUE CURB DISABLED PERSONS PARKING SPACE WITH SIGN IN FRONT OF THE RESIDENCE LOCATED AT 254 E. 31ST STREET (TSC No. 2018-06). (Engineering/Public Works)

ACTION: Adopted. See above.

PARKING & TRAFFIC CONTROL ADMIN 2018 (801-2-40)

14. Resolution No. 2018-77. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING THE INSTALLATION OF ALL-WAY STOP CONTROL AT THE INTERSECTION OF E. 22ND STREET AND "A" AVENUE IN RESPONSE TO SAFETY CONCERNS BY AREA RESIDENTS (TSC No. 2018-07). (Engineering/Public Works)

ACTION: Adopted. See above.

COUNCIL POLICY ADMIN (102-13-1)

15. Resolution No. 2018-78. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY DELETING THE CITY OF NATIONAL CITY POLICY CONCERNING SEXUAL AND OTHER FORMS OF HARASSMENT AND APPROVING THE ADOPTION OF SAID POLICY AS COUNCIL POLICY 604 - DISCRIMINATION AND HARASSMENT. (Human Resources)

ACTION: Motion by Rios, seconded by Sotelo-Solis, to adopt the Resolution. Motion failed by the following vote, to-wit: Ayes: Rios, Sotelo-Solis. Nays: Cano, Mendivil, Morrison. Absent: None. Abstain: None.

Substitute motion by Mendivil, seconded by Cano, to continue item to consider including changes suggested by the Mayor. Carried by the following vote, to-wit: Ayes: Cano, Mendivil, Morrison. Nays: Rios, Sotelo-Solis. Absent: None. Abstain: None.

CONSENT CALENDAR (cont.)

COUNCIL POLICY ADMIN (102-13-1)

16. Resolution No. 2018-79. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY APPROVING REVISIONS TO THE CITY OF NATIONAL CITY WORKPLACE VIOLENCE AND SECURITY POLICY AND APPROVING THE ADOPTION OF SAID POLICY AS COUNCIL POLICY 605. (Human Resources)

ACTION: Motion by Sotelo-Solis, seconded by Rios, to adopt the Resolution and direct staff to amend Council Policy 605 to include elected officials as part of the policy. Carried by unanimous vote.

COUNCIL POLICY ADMIN (102-13-1)

17. Resolution No. 2018-80. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY REVISING THE CITY OF NATIONAL CITY POLICY CONCERNING ALCOHOL AND DRUG-FREE WORKPLACE AND APPROVING THE ADOPTION OF SAID POLICY AS COUNCIL POLICY 606 - ALCOHOL AND DRUG-FREE WORKPLACE POLICY. (Human Resources)

ACTION: Motion by Rios, to adopt the Resolution and to include elected officials in Council Policy 606. Motion died for lack of a second.

Motion by Mendivil, seconded by Morrison, to adopt the Resolution. Carried by the following vote, to-wit: Ayes: Cano, Mendivil, Morrison, Sotelo-Solis. Nays: Rios. Absent: None. Abstain: None.

CONTRACT (C2017-21)

18. Resolution No. 2018-81. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE AFFORDABLE HOUSING AND SUSTAINABLE COMMUNITIES PROGRAM LOAN AND GRANT AGREEMENT DOCUMENTS SOLELY FOR THE PURPOSE OF APPLYING THE STATE OF CALIFORNIA HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENTS UPDATED 2017 UNIFORM MULTIFAMILY REGULATIONS TO THE PARADISE CREEK II AFFORDABLE HOUSING PROJECT OF 92 RENTAL UNITS LOCATED AT 2010 AND 2030 HOOVER AVENUE IN NATIONAL CITY. (Housing & Economic Development)

ACTION: Adopted. See above.

TEMPORARY USE PERMITS 2018 (203-1-34)

19. Temporary Use Permit - Fun Zone Inflatables hosted by Fun Zone at Westfield Plaza Bonita Mall from May 17, 2018 thru September 3, 2018 with no waiver of fees. (Neighborhood Services)

ACTION: Approved. See above.

CONSENT CALENDAR (cont.)

TEMPORARY USE PERMITS 2018 (203-1-34)

20. Temporary Use Permit - Saint Anthony of Padua Parish Festival at 1816 Harding Avenue from June 09, 2018 to June 10, 2018 with no waivers of fees. (Neighborhood Services)

ACTION: Approved. See above.

WARRANT REGISTER JULY 2017 - JUNE 2018 (202-1-32)

21. Warrant Register #40 for the period of 03/28/18 through 04/03/18 in the amount of \$1,397,013.91. (Finance)

ACTION: Ratified. See above.

WARRANT REGISTER JULY 2017 - JUNE 2018 (202-1-32)

22. Warrant Register #41 for the period of 04/04/18 through 04/10/18 in the amount of \$2,065,780.09. (Finance)

ACTION: Ratified. See above.

PUBLIC HEARINGS: ORDINANCES AND RESOLUTIONS

NON CONSENT RESOLUTIONS

POLITICAL SUPPORT ADMIN - INITIATIVES (102-4-1)

23. Resolution No. 2018-82. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, 1) SUPPORTING PROPOSITION 69 WHICH PREVENTS NEW TRANSPORTATION FUNDS FROM BEING DIVERTED FOR NON-TRANSPORTATION PURPOSES, 2) OPPOSING ATTORNEY GENERAL #17-0033 NOVEMBER BALLOT PROPOSITION REPEALING SB1, WHICH RAISES FUNDS FOR TRANSPORTATION PROJECTS THROUGH THE ROAD REPAIR AND ACCOUNTABILITY ACT (RMRA) OF 2017, AND 3) SUPPORTING THE COALITION TO PROTECT LOCAL TRANSPORTATION IMPROVEMENTS, ALLOWING THE CITY OF NATIONAL CITY TO BE LISTED AS A MEMBER AGENCY. THE CITY OF NATIONAL CITY IS PROJECTED TO RECEIVE \$1,016,456 IN RMRA FUNDS FOR LOCAL TRANSPORTATION PROJECTS IN FISCAL YEAR 2019 THROUGH SB1. (Engineering/Public Works)

RECOMMENDATION: Adopt Resolution, 1) supporting Proposition 69 which prevents new transportation funds from being diverted for non-transportation purposes, 2) opposing Attorney General #17-0033 November ballot proposition repealing SB1, and 3) supporting the Coalition to Protect Local Transportation Improvements, allowing the City of National City to be listed as a member agency.

TESTIMONY: Larry Emerson, National City, spoke in support of the Resolution and supports locking fees through Prop 69.

ACTION: Motion by Cano, seconded by Mendivil, to adopt the Resolution. Carried by unanimous vote.

NON CONSENT RESOLUTIONS (cont.)

CONTRACT (C2018-24)

24. Resolution No. 2018-83. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH AUDIO ASSOCIATES OF SAN DIEGO IN THE AMOUNT OF \$154,006, WITH A CONTINGENCY IN THE AMOUNT OF \$20,994, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$175,000 TO UPGRADE THE COUNCIL CHAMBERS AUDIO/VIDEO SYSTEM. (Information Technology) ** Companion Item #25**

RECOMMENDATION: Execute the Agreement including the contingency amount.

ACTION: Motion by Cano, seconded by Mendivil, to adopt the Resolution. Carried by unanimous vote.

CONTRACT (C2018-25)

25. Resolution No. 2018-84. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH SWAGIT PRODUCTIONS, LLC, TO IMPLEMENT THE AVIOR HIGH DEFINITION REMOTE BROADCAST SYSTEM AND PROVIDE MONTHLY STREAMING AND VIDEO PRODUCTION SERVICES FOR AN AMOUNT NOT TO EXCEED \$62,800. (Information Technology) **Companion Item #24**

RECOMMENDATION: Execute the Agreement.

TESTIMONY: None.

ACTION: Motion by Rios, seconded by Cano, to adopt the Resolution. Carried by unanimous vote.

CONTRACT (C2018-26)

26. Resolution No. 2018-85. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING THE CITY MANAGER TO EXECUTE THE STANDARD OFFER, AGREEMENT, AND ESCROW INSTRUCTIONS FOR THE PURCHASE OF REAL PROPERTY LOCATED AT 1430 HOOVER AVENUE IN NATIONAL CITY, IN ORDER TO PROVIDE SECURE STORAGE FOR THE NATIONAL CITY POLICE DEPARTMENT AND OTHER DEPARTMENT'S OVERSIZED VEHICLES AND TRAILERS, FOR A TOTAL SALES PRICE OF \$973,350 AND THE PAYMENT OF CLOSING COSTS NOT TO EXCEED \$10,000 AND \$100,000 FOR TENANT IMPROVEMENTS; AND AUTHORIZING THE ESTABLISHMENT OF A BUDGET APPROPRIATION OF \$200,000 FROM AVAILABLE FUND BALANCE OF THE ASSET FORFEITURE FUND AND \$215,000 FROM AVAILABLE FUND BALANCE OF THE DEVELOPMENT IMPACT FEES FUND. (Housing & Economic Development)

RECOMMENDATION: Adopt the Resolution.

NON CONSENT RESOLUTIONS (cont.)

CONTRACT (C2018-26)

26. Resolution No. 2018-85 (continued).

TESTIMONY: None.

ACTION: Motion by Mendivil, seconded by Cano, to adopt the Resolution with clarification made on funding. Carried by unanimous vote.

RECESS

A recess was called at 8:30 p.m. The meeting reconvened at 8:35 p.m. with all members present.

ELECTION JUNE 2018 ADMIN (505-7-5)

27. Resolution No. 2018-86. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY AUTHORIZING AN APPROPRIATION IN THE AMOUNT OF \$38,000 TO THE GENERAL FUND CITY CLERK – ELECTIONS ACCOUNT FROM THE GENERAL FUND FUND BALANCE FOR THE COST OF SIGNATURE VERIFICATION BY THE REGISTRAR OF VOTERS FOR THE JUNE SPECIAL ELECTION, INCREASING THE ELECTION BUDGET FOR THE JUNE SPECIAL ELECTION TO \$103,000. (City Clerk)

RECOMMENDATION: Adopt the Resolution.

TESTIMONY: None.

ACTION: Motion by Cano, seconded by Mendivil, to adopt the Resolution. Carried by the following vote, to-wit: Ayes: Cano, Mendivil, Morrison. Nays: Rios, Sotelo-Solis. Absent: None. Abstain: None.

NEW BUSINESS

TEMPORARY USE PERMITS 2018 (203-1-34)

28. Temporary Use Permit – Brews Campbell at Machete hosted by Machete Beer House on June 23, 2018 from 5:30 p.m. to 1:30 a.m. at Machete Beer House, 2325 Highland Avenue with no waiver of fees. (Neighborhood Services)

TESTIMONY: Eddie Trejo, Owner of Machete Beer House, provided background information on the event and clarified the hours of operation which is until 10:00 p.m. for outside entertainment, and at that point the activities will move inside until 1:30 a.m.

Dr. Quintero and Michael Lesley, National City, spoke in support of the business and the event.

ACTION: Motion by Cano, seconded by Rios, to approve the Temporary Use Permit. Carried by unanimous vote.

NEW BUSINESS (cont.)

PLANNING & BUILDING DEPT ADMIN (1104-1-10)

29. Initiation of local historic designation and listing of properties identified in the 2010 historic properties survey. (Planning)

TESTIMONY: Six speakers spoke in support.

ACTION: Motion by Cano, seconded by Rios, to approve the initiation of nominating properties for consideration to be placed on the local historic designation and historical properties list and to include the SOHO list. Carried by the following vote, to-wit: Ayes: Cano, Mendivil, Morrison, Rios. Nays: Sotelo-Solis. Absent: None. Abstain: None.

CITY MANAGER / REPORTS ADMIN (1104-1-12)

30. Staff Report and Request for City Council Direction - Sample Policies on Ethics, Conduct and Decorum. (City Manager)

ACTION: Motion by Sotelo-Solis, to create an ad-hoc committee or working group to develop a draft policy. Motion died for lack of a second.

Motion by Mendivil, seconded by Cano, to go with Option #3 to direct the City Manager to develop and present a draft policy(s) on code of ethics and conduct for Council review. Carried by unanimous vote.

C. REPORTS

STAFF REPORTS

POLICE DEPT ADMIN (302-4-1)

31. Implementation of Naloxone (Nasal Narcan) for National City Police Officers. (Manuel Rodriguez, Chief of Police, National City Police Department)

City Attorney Angil Morris-Jones gave authorization to the Council to schedule an Adjourned Regular Meeting on July 24th at 6:00 p.m., which will be an adjourned meeting from the July 17th meeting. The purpose is to add to the agenda for direction to call an election.

ACTION: No vote.

MAYOR AND CITY COUNCIL

Member Mendivil expressed support for a code of conduct and ethics and limiting the length of meetings and displeasure with the kind of comments that occurred during Public Comment.

MAYOR AND CITY COUNCIL (cont.)

Member Sotelo-Solis said she shared Member Mendivil's concerns regarding public comments however the First Amendment, protects people's right to say what they want. She said it would be beneficial if the City Manager could notify the Council when a large agenda was coming so they could review it electronically.

Member Rios said it would be helpful to get large agendas earlier in the day and, in terms of ethics and conduct, she feels the Council should take ownership of the meetings and how they conduct themselves.

Mayor Morrison spoke about conduct and respect at meetings and on the public's First Amendment right. He agrees that some of the public comments are negative. Mayor Morrison presented a check for \$19,229 to the City Manager from the Regional Solid Waste Association to be used to augment the City's Trash Rate Stabilization Fund.

CLOSED SESSION REPORT

City Attorney Angil Morris-Jones reported that in Closed Session the City Council unanimously accepted a proposed settlement agreement. (See attached Exhibit 'L')

ADJOURNMENT

Motion by Sotelo-Solis, seconded by Mendivil, to adjourn the meeting to the next Regular Meeting of the City Council and Community Development Commission - Housing Authority of the City of National City - Tuesday – June 19, 2018 - 6:00 p.m. - Council Chambers - National City, California. Carried by unanimous vote.

Regular Meeting of the City Council and Community Development Commission - Housing Authority of the City of National City - Tuesday - June 19, 2018 - 6:00 p.m. - Council Chambers - National City, California.

The meeting closed at 10:55 p.m.

City Clerk

The foregoing minutes were approved at the Regular Meeting of October 16, 2018.

Mayor

BUDGET SCHEDULE - FY 2019:

Tuesday, May 29, 2018, 5:00 p.m. - Budget Workshop

Tuesday, June 19, 2018, 6:00 p.m. - Budget Hearing / Adoption

CITY COUNCIL LEGISLATIVE RECESS

August 7, 2018 - City Council Meeting - Dispensed With
August 21, 2018 - City Council Meeting - Dispensed With

EXHIBIT 'L'



AGENDA OF A SPECIAL MEETING

CITY COUNCIL OF THE CITY OF NATIONAL CITY

Main Conference Room
Civic Center
1243 National City Boulevard
National City, California

Special Meeting - Tuesday, May 15, 2018 – 5:00 p.m.

ROLL CALL

CITY COUNCIL

OPEN SESSION

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

CLOSED SESSION

1. Liability Claims – Government Code Section 54956.95
Workers' Compensation Claims
Agency Claimed Against: City of National City
Number of Claims: One

OPEN SESSION

2. Training on the California Public Records Act affecting personal electronic devices and accounts for City users pursuant to *City of San Jose v. Superior Court*.
3. Training on the Ralph M. Brown Act (Government Code Section 54950, et seq.) pertaining to transparency and technology.

ADJOURNMENT

Next Regular City Council Meeting: Tuesday, May 15, 2018, 6:00 p.m., City Council Chambers, Civic Center – National City, California.

DRAFT DRAFT DRAFT
**MINUTES OF THE SPECIAL MEETING OF THE
CITY COUNCIL OF THE CITY OF NATIONAL CITY**

October 2, 2018

The Special Meeting of the City Council of the City of National City was called to order at 5:02 p.m. by Mayor / Chairman Ron Morrison.

ROLL CALL

Council / Board members present: Cano, Mendivil, Morrison, Rios.

Council / Board members absent: Sotelo-Solis.

Administrative Officials present: Dalla, Deese, Morris-Jones, Raulston

CITY COUNCIL

OPEN SESSION

PUBLIC COMMENTS – None.

Members retired into Closed Session at 5:02 p.m.

CLOSED SESSION

1. Conference with Legal Counsel – Pending Litigation
Pursuant to Government Code Section 54956.9(d)
Two Potential Cases

ADJOURNMENT

Next Regular City Council Meeting: Tuesday, October 2, 2018, 2018, 6:00 p.m.,
City Council Chambers, Civic Center – National City, California.

City Clerk

The foregoing minutes were approved at the Regular Meeting of October 16, 2018.

Mayor

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City: 1) accepting the work performed by Dick Miller, Inc. for the Citywide Alley Improvements Project, CIP No. 16-11; 2) approving the final contract amount of \$987,241.97; 3) authorizing the release of retention in the amount of \$49,362.10 from the Dick Miller Inc.'s escrow account; and 4) authorizing the Mayor to sign the Notice of Completion for the project. (Engineering/Public Works)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.

ITEM TITLE:

Resolution of the City Council of the City of National City: 1) accepting the work performed by Dick Miller, Inc. for the Citywide Alley Improvements Project, CIP No. 16-11; 2) approving the final contract amount of \$987,241.97; 3) authorizing the release of retention in the amount of \$49,362.10 from the Dick Miller Inc.'s escrow account; and 4) authorizing the Mayor to sign the Notice of Completion for the project.

PREPARED BY: Jose Lopez, P.E., Assistant Engineer - Civil

DEPARTMENT: Engineering/Public Works

PHONE: 619-336-4312

APPROVED BY:

EXPLANATION:

See attached.

FINANCIAL STATEMENT:

ACCOUNT NO.

N/A

APPROVED: _____ Finance

APPROVED: _____ MIS

ENVIRONMENTAL REVIEW:

N/A

ORDINANCE: INTRODUCTION: ☐ FINAL ADOPTION: ☐

STAFF RECOMMENDATION:

Adopt Resolution accepting the work performed by Dick Miller, Inc. for the Citywide Alley Improvements Project, CIP No. 16-11 and approving the final contract amount of \$987,241.97.

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

1. Explanation
2. Notice of Completion
3. Final Contract Balance Report
4. Resolution

EXPLANATION

The project included reconstructing eight existing alleys subject to drainage issues with new concrete alleys, recompacting / soil stabilization for two dirt alleys (see Locations 10 and 11 on the attached project location map), and installation of pedestrian curb ramps for American with Disabilities Act (ADA) compliance. One additional alley was recompacted and stabilized under Change Order #2.

On August 2, 2017, the bid solicitation was posted on PlanetBids, a free public electronic bidding system for contractors. On August 3, 2017 and August 10, 2017, the bid solicitation was advertised in local newspapers.

On August 22, 2017, six (6) bids were received electronically on PlanetBids by the 11:00 a.m. deadline. Bid results were available immediately after the 11:00 a.m. deadline. Dick Miller, Inc. was the apparent lowest bidder with a total bid amount of \$939,939.93 as the basis of award. Upon review of all documents submitted, Dick Miller, Inc.'s bid was deemed responsive, and they were the lowest responsible bidder qualified to perform the work as described in the project specifications.

On September 5, 2017, the City Council adopted Resolution No. 2017-169 awarding the contract to Dick Miller, Inc., in the not-to-exceed amount of \$939,939.93. Construction started on November 9, 2017 and was completed on June 15, 2018.

The change orders issued for this project are detailed in the Final Contract Balance Report (see attached). The change orders increased the contract by \$51,834.24, while line item adjustments decreased the contract by \$4,532.20 for a net contract increase of \$47,302.04. This results in a 5% contract increase for a final contract balance of \$987,241.97.

As a result of satisfactory completion of the project, staff recommends that City Council, 1) accept the work of Dick Miller, Inc. for the Citywide Alley Improvements Project, CIP No. 16-11; 2) approve the final contract amount of \$987,241.97; 3) authorize the release of retention in the amount of \$49,362.10 from Dick Miller Inc.'s escrow account; and 4) authorize the Mayor to sign the Notice of Completion for the project.

The Notice of Completion will be filed with the San Diego County Recorder's Office.

RECORDING REQUESTED BY
WHEN RECORDED MAIL TO:
NAME: CITY OF NATIONAL CITY
ADDRESS: 243 NATIONAL CITY BOULEVARD
NATIONAL CITY, CA 91950

NOTICE OF COMPLETION

CALIFORNIA CIVIL CODE SECTION 3093

NOTICE IS HEREBY GIVEN of the completion on June 18, 2018 of the:

Citywide Alley Improvements Project, CIP No. 16-11

Work of improvement or portion of work of improvement under construction or alteration.

The project included 11 alleys citywide in National City, CA 91950

Code Street Address City State Zip

The undersigned owns the following interest or estate in said property:

Owner in fee

Nature of the interest or estate of owner (mortgagor, lessee, etc.)

Said work of improvement was performed on the property pursuant to a contract with

Dick Miller, Inc

Name of Original Contractor

The following work and material were supplied:

Labor provided: General Laborer. Materials: Concrete, aggregate base, asphalt, Equipment: excavation and paving equipment.

General statement of kind of labor, services, equipment or materials

The names and addresses of co-owners are: N/A

Joint tenants, tenants in common, or other owners

Dated: June 18, 2018;

Signature of Owner

City of National City, 1243 National City Blvd., National City, CA 91950

I, the undersigned, say: I have read the foregoing Notice of Completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on June 18, 2018 at, National City, California.

Signature: RON MORRISON, MAYOR

Noc 16-11



FINAL CONTRACT BALANCE

DATE: September 7, 2018

PROJECT: Citywide Alley Project
FY 16-17
CIP No. 16-11

TO: Dick Miller
930 Boardwalk, Suite H
San Marcos, CA 92078

ORIGINAL CONTRACT AMOUNT:	\$939,939.93
START DATE:	November 9, 2017
COMPLETION DATE:	June 15, 2018
ORIGINAL CONTRACT LENGTH:	80 Working Days
EXTENTION OF WORK DAYS:	37 Working Days
WORKING DAYS SUSPENDED:	31 Working Days
TOTAL CONTRACT TIME:	148 Working Days

DESCRIPTION:

The Final Contract Balance reports final line item amounts and summarizes all change orders to produce a final contract amount.

CHANGE ORDERS AND LINE ITEM ADJUSTMENTS:

Change Order #1 directed the contractor to excavate unsuitable material from alley 9, place Tensar Triax geo fabric and then place additional base to stabilize grade for placement on concrete per contract. All work was performed on a T&M basis. This Change Order total amount was **\$ 19,119.36.**

Change Order #2 directed the contractor to clear and grub the alley south of 27th St. between A and B Ave., field engineer and grade for positive water flow, process grade and recompact with soil binder as identified in the project specifications. All soil binder work shall be completed at the contract unit price and all additional work related to clearing, grubbing and grading shall be completed at an agreed lump sum cost. Inclusive of all costs, the work was performed at an agreed price. This Change Order total amount was **\$ 27,349.88.**

Change Order #3 directed the contractor to delete the originally designed rip-rap at the end of Alley5 and replace it with a 12"x12" NDS catch basin and install PVC piping down the slope and outlet the PVC pipe under the sidewalk and through the curb. The NDS catch basin will be surrounded with a small

FINAL CONTRACT BALANCE

Citywide Alley Project

CIP No. 16-11

3'x3' concrete slab with a curb on three sides to direct the water flow into the basin. All work was performed at an agreed price. This Change Order total amount was **\$ 5,365.00**.

All Change Orders listed above increased the total contract amount by **\$ 51,834.24**.

Numerous contract line item adjustments per the attached FINAL BILLING STATEMENT resulted in a total decrease of **\$ 4,532.20**. Including change orders and line item adjustments, the total contract resulted in an increase of **\$ 47,302.04**.

CONTRACT ADJUSTMENT:

As a result of the above change orders and line item adjustments, the contract price is adjusted as follows:

1. The final contract price is adjusted to **\$ 987,241.97**.
2. As a result of the satisfactory completion of said project, a retention amount of **\$ 49,362.10** is set to be processed and released from the contractor's escrow account upon the receipt of signatures and City Council's ratification of this agreement and the Notice of Completion.

This document and its purpose to balance payment shall be considered full compensation for furnishing and installing the materials, labor, tools and equipment, profit, overhead, and all incidentals for performing the work described above. Dick Miller will not be entitled to damages or additional payment for delays as described in the 2015 edition of the Standard Specifications for Public Works Construction, Section 6-6.3, for performing the work as described above.

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City: 1) awarding a contract to Whillock Contracting, Inc. in the amount of \$5,219,250 for the Paradise Creek Park Site Remediation and Improvements, CIP No. 18-07; 2) authorizing a 25% contingency in the amount of \$1,304,812.50 for any unforeseen changes; and 3) authorizing the Mayor to execute the contract. (Engineering/Public Works)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.

ITEM TITLE:

Resolution of the City Council of the City of National City, 1) awarding a contract to Whillock Contracting, Inc. in the amount of \$5,219,250 for the Paradise Creek Park Site Remediation and Improvements, CIP No. 18-07; 2) authorizing a 25% contingency in the amount of \$1,304,812.50 for any unforeseen changes; and 3) authorizing the Mayor to execute the contract.

PREPARED BY: Jose Lopez, P.E., Assistant Engineer - Civil

DEPARTMENT: Engineering/Public Works

PHONE: 619-336-4312

APPROVED BY: 

EXPLANATION:

See attached.

FINANCIAL STATEMENT:

APPROVED: _____ **Finance**

ACCOUNT NO.

APPROVED: _____ **MIS**

Contract Award (funds available through prior City Council CIP appropriations)

ROPS (001): \$4,995,428

WI-TOD SIA (001): \$100,618

Sewer Service Fund (125): \$123,204

25% Contingency (funds available through prior City Council CIP appropriations)

ENVIRONMENTAL REVIEW:

N/A

ORDINANCE: **INTRODUCTION:** ☐ **FINAL ADOPTION:** ☐

STAFF RECOMMENDATION:

Adopt Resolution awarding a contract Whillock Contracting, Inc. in the amount of \$5,219,250 for the Paradise Creek Park Site Remediation and Improvements, CIP No. 18-07

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

1. Explanation
2. Bid Opening Summary
3. Three Lowest Bidders Summary
4. Resolution

EXPLANATION

The Paradise Creek Park Site Remediation and Improvements Project will provide the site remediation, grading and infrastructure improvements necessary to construct a new approximately 4-acre Community Park (under a separate phase) to include walking paths, community garden, playground and other amenities on the west side of Paradise Creek between W. 22nd Street and W. 19th Street; funding will also be used to reconstruct Harding Avenue and W. 20th Street to provide paved roadways, utilities, parking, new sidewalks and curb ramps for ADA compliance.

On August 21, 2018, the bid solicitation was posted on PlanetBids, a free public electronic bidding system for contractors. On August 23, 2018 and August 30, 2018, the bid solicitation was advertised in local newspapers.

On September 27, 2018, nine (9) bids were received electronically on PlanetBids by the 2:00 p.m. deadline. Bid results were available immediately after the 2:00 p.m. deadline. Whillock Contracting, Inc. (Whillock) was the apparent lowest bidder with a grand total bid amount of \$5,877,475. The project specifications state that if an additive, alternate or additive/alternate bids items are called for in the Contract Documents, the sum of the base bid and all additive, alternate and additive/alternate bids, if any, shall be used to compare all bids to determine the lowest responsive bid.

Whillock subsequently submitted a request to withdraw its bid on the basis of clerical errors. Staff reviewed the request, and determined the request was not substantiated. As such, Whillock has agreed to proceed as the lowest bidder.

Additionally, upon review of all documents submitted, Whillock's bid was deemed responsive.

Therefore, staff recommends awarding a contract to Whillock Contracting, Inc. in the not-to-exceed amount of \$5,219,250 which includes:

- 1) Base Bid – General (\$339,851.00)
 - Mobilization, traffic control, construction surveying, water pollution control
- 2) Base Bid – Grading (\$2,960,395.00)
 - Excavation and grading, fill, impacted and contaminated soil handling
- 3) Base Bid – Surface Improvements (\$297,573.00)
 - Roadway construction, sidewalk, driveways, ADA pedestrian ramps
- 4) Base Bid - Drainage & Utility Facilities (\$342,419.00)
 - Storm drain , sewer main and lateral installation, water quality basin
- 5) Base Bid – Other Improvements (\$718,107.00)
 - Lighting, irrigation, landscaping
- 6) Additive Bid – Retaining Wall Steel Guardrail (\$264,450.00)
- 7) Alternate Bids – (\$296,455)

- Gabion Wall

Staff also recommends authorizing a 25% contingency in the amount of \$1,304,812.50 to address any unforeseen conditions that may arise. Typically, a 15% contingency is requested, however, given the high volume of contaminated/impacted earthwork that must be hauled off the site to deliver a clean site for the upcoming Paradise Creek Park, a 25% contingency is being requested. Furthermore, staff recommends the 25% contingency, as it is consistent with the City Council approved contingency for the previously completed WI-TOD Site Remediation project.

Attached are the bid opening summary sheet and a line item summary of the three lowest bidders for reference. Construction is estimated to be completed in summer of 2018. Updates will be provided on the City's CIP website at: nationalcityprojects.com.



BID OPENING RESULTS

NAME: PARADISE CREEK PARK SITE REMEDIATION AND IMPROVEMENTS
CIP NO: 18-07
DATE: Thursday, September 27, 2018
TIME: 2:00 P.M.
ESTIMATE: \$6,500,000
PROJECT ENGINEER: Roberto Yano, P.E.

NO.	BIDDER'S NAME	BID AMOUNT	ADDENDA #1, 2, 3	BID SECURITY - BOND
1.	Whillock Contracting, Inc. P.O Box 2322 La Mesa, CA 91943	\$5,877,475.00	Yes	Bond
2.	Palm Engineering Construction Company 7330 Opportunity Rd #J San Diego, CA 92111	\$6,649,723.00	Yes	Bond
3.	Sema Construction 9580 Black 42690 Rio Nedo Ste. G Temecula, CA 92590	\$6,666,340.20	Yes	Bond
4.	Spectrum Construction Group, Inc. 32 Edelman Irvine, CA 92618	\$6,680,364.70	Yes	Bond
5.	LB Civil Construction, Inc. 324 East Valley Pkwy Escondido, CA 92125	\$6,723,057.00	Yes	Bond
6.	C.S. Legacy Construction, Inc. 1461 S East End Ave Pomona, CA 91766	\$6,839,419.50	Yes	Bond
7.	West-Tech Contracting, Inc. 568 North Tulip St. Escondido, CA 92078	\$7,093,783.42	Yes	Bond
8.	Western Rim Constructors, Inc. 912 S Andreasen Drive, Suite 108 Escondido, CA 92029	\$8,126,904.66	Yes	Bond
9.	Wier Construction Corporation 16884 Old Survey Road Escondido, CA 92025	\$9,902,311.76	Yes	Bond

Bid Results for Project Paradise Creek Park Site Remediation and Improvements (CIP No. 18-07)						
Item No.	Description	Unit	Qty.	Whillock Contracting, Inc	PALM ENGINEERING CONSTRUCTION COMPANY INC	Sema Construction
Base Bid - General						
1	Mobilization	LS	1	\$168,217.00	\$300,000.00	\$666,634.01
2	Traffic Control	LS	1	\$52,942.00	\$80,000.00	\$38,081.48
3	Construction Surveying	LS	1	\$63,236.00	\$70,000.00	\$52,279.72
4	Water Pollution Control	LS	1	\$48,206.00	\$70,000.00	\$126,180.43
5	Utility Coordination	LS	1	\$1,500.00	\$10,000.00	\$7,493.58
6	Construction Schedule	LS	1	\$5,750.00	\$5,000.00	\$11,127.65
	Subtotal			\$339,851.00	\$535,000.00	\$901,796.87
Base Bid - Grading						
7	Clearing and Grubbing	LS	1	\$58,890.00	\$80,000.00	\$76,603.40
8	Excavation and Grading	LS	1	\$199,169.00	\$92,500.00	\$207,009.83
9	Unclassified Fill (Import)	CY	27000	\$17.35	\$28.00	\$34.58
10	Impacted Soil Handling (Onsite)	CY	3000	\$3.80	\$12.00	\$4.06
11	Impacted Soil Handling (Export)	TON	9766	\$81.50	\$95.00	\$75.40
12	Contaminated Soil Handling (Export)	TON	6116	\$233.25	\$232.00	\$201.97
13	Retaining Wall (Single Tier) - 6"x6" wire mesh, 6 gauge	SF	5290	\$50.00	\$25.00	\$39.71
14	Retaining Wall (Double Tier) - 6"x6" wire mesh, 6 gauge	SF	750	\$30.00	\$50.00	\$70.67
	Subtotal			\$3,247,395.00	\$3,480,932.00	\$53,002.50
Base Bid - Surface Improvements						
15	Temporary Construction Fencing w/windscreen	LF	2000	\$4.00	\$10.00	\$34.39
16	Temporary Pedestrian Access	SF	2000	\$4.29	\$6.00	\$5.88
17	6" PCC Curb & Gutter	LF	1300	\$31.50	\$35.00	\$31.88
18	PCC Cross Gutter	SF	700	\$16.65	\$15.00	\$13.84
19	4" PCC Sidewalk (SDRSD G-7)	SF	6500	\$7.35	\$8.00	\$8.17
20	PCC Driveway (SDRSD G-14A)	SF	850	\$7.00	\$12.00	\$10.73
21	Pedestrian Ramp	EA	6	\$1,575.00	\$4,000.00	\$2,497.95
22	Pavement Restoration	SF	1600	\$8.40	\$9.30	\$8.73

Bid Results for Project Paradise Creek Park Site Remediation and Improvements (CIP No. 18-07)									
Item No.	Description	Unit	Qty.	Whillock Contracting, Inc		PALM ENGINEERING CONSTRUCTION COMPANY INC		Sema Construction	
23	AC Paving	TON	635	\$97.00	\$61,595.00	\$130.00	\$82,550.00	\$97.57	\$61,956.95
24	Aggregate Base	TON	1478	\$37.00	\$54,686.00	\$50.00	\$73,900.00	\$19.22	\$28,407.16
25	2" AC Overlay incl. Edge & Header Grinds	SF	15946	\$2.00	\$31,892.00	\$3.50	\$55,811.00	\$2.31	\$36,835.26
26	Street Centerline Monument	EA	3	\$1,200.00	\$3,600.00	\$1,200.00	\$3,600.00	\$1,011.60	\$3,034.80
	Subtotal				\$297,573.00		\$404,941.00		\$353,087.37
Base Bid - Drainage & Utility Facilities									
27	12" PVC Storm Drain (SDR 35)	LF	163	\$110.00	\$17,930.00	\$120.00	\$19,560.00	\$70.30	\$11,458.90
28	18" RCP Storm Drain (1350-D)	LF	514	\$110.00	\$56,540.00	\$160.00	\$82,240.00	\$84.33	\$43,345.62
29	Type B Curb Inlet (L=5')	EA	4	\$7,153.00	\$28,612.00	\$10,000.00	\$40,000.00	\$4,419.36	\$17,677.44
30	Type A-4 Cleanout	EA	1	\$5,930.00	\$5,930.00	\$10,000.00	\$10,000.00	\$5,462.48	\$5,462.48
31	Type G-1 Catch Basin	EA	2	\$4,439.00	\$8,878.00	\$10,000.00	\$20,000.00	\$6,018.12	\$12,036.24
32	Outlet Structure	EA	1	\$3,805.00	\$3,805.00	\$15,000.00	\$15,000.00	\$9,848.73	\$9,848.73
33	Straight Headwall	EA	4	\$2,205.00	\$8,820.00	\$8,000.00	\$32,000.00	\$8,834.39	\$35,337.56
34	Wing Headwall	EA	0	\$10,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00
35	Rip Rap Energy Dissipator (Type 2, #2 Backing, 5'x10', T=1.0')	CY	10	\$329.00	\$3,290.00	\$250.00	\$2,500.00	\$809.19	\$8,091.90
36	Concrete Energy Dissipator (SDRSD D-41)	EA	1	\$25,100.00	\$25,100.00	\$30,000.00	\$30,000.00	\$11,040.07	\$11,040.07
37	Cutoff Walls	EA	2	\$3,293.00	\$6,586.00	\$3,000.00	\$6,000.00	\$9,681.68	\$19,363.36
38	Water Quality Basin	SF	4840	\$11.10	\$53,724.00	\$10.00	\$48,400.00	\$18.39	\$89,007.60
39	Abandon Exist. SMH	EA	3	\$3,635.00	\$10,905.00	\$2,000.00	\$6,000.00	\$1,852.96	\$5,558.88
40	Abandon Exist. Sewer Main	LF	600	\$38.00	\$22,800.00	\$20.00	\$12,000.00	\$11.24	\$6,744.00
41	18" PVC Sewer Main	LF	607	\$66.00	\$40,062.00	\$200.00	\$121,400.00	\$146.84	\$89,131.88
42	Sewer Manhole	EA	3	\$12,879.00	\$38,637.00	\$20,000.00	\$60,000.00	\$10,075.78	\$30,227.34
43	Reconnect Exist. Sewer Lateral w/CO	LF	400	\$27.00	\$10,800.00	\$120.00	\$48,000.00	\$119.83	\$47,932.00
	Subtotal				\$342,419.00		\$553,100.00		\$442,264.00
Base Bid - Other Improvements									

Bid Results for Project Paradise Creek Park Site Remediation and Improvements (CIP No. 18-07)									
Item No.	Description	Unit	Qty.	Whillock Contracting, Inc		PALM ENGINEERING CONSTRUCTION COMPANY INC		Sema Construction	
44	Furnish and Install 2" PVC Conduit	LF	1400	\$32.39	\$45,346.00	\$20.00	\$28,000.00	\$25.77	\$36,078.00
45	Furnish and Install Electrical for Lighting	LF	1000	\$4.83	\$4,830.00	\$25.00	\$25,000.00	\$7.52	\$7,520.00
46	Furnish and Install #5 Pull Box	EA	8	\$617.00	\$4,936.00	\$600.00	\$4,800.00	\$966.29	\$7,730.32
47	Furnish and Install 15 ft. Single Post Top Light Pole with Foundation and 118W LED Luminaire	EA	6	\$6,431.00	\$38,586.00	\$7,300.00	\$43,800.00	\$6,119.86	\$36,719.16
48	Furnish and Install Fiber Optic Vault	EA	2	\$3,460.00	\$6,920.00	\$3,200.00	\$6,400.00	\$3,757.81	\$7,515.62
49	Signing & Striping	LS	1	\$13,645.00	\$13,645.00	\$15,000.00	\$15,000.00	\$14,681.11	\$14,681.11
50	2" Irrigation Service & Backflow Preventer	EA	1	\$6,952.00	\$6,952.00	\$5,000.00	\$5,000.00	\$4,598.19	\$4,598.19
51	Electrical Service & Panel for Irrigation	EA	1	\$6,300.00	\$6,300.00	\$10,000.00	\$10,000.00	\$16,104.90	\$16,104.90
52	Irrigation System	LS	1	\$225,750.00	\$225,750.00	\$210,000.00	\$210,000.00	\$158,075.98	\$158,075.98
53	Landscape Planting	LS	1	\$250,950.00	\$250,950.00	\$270,000.00	\$270,000.00	\$166,557.09	\$166,557.09
54	Retaining Wall Steel Guardrail	LF	125	\$252.00	\$31,500.00	\$360.00	\$45,000.00	\$520.65	\$65,081.25
55	Retaining Wall Steel Stake Post	EA	30	\$709.00	\$21,270.00	\$1,500.00	\$45,000.00	\$992.65	\$29,779.50
56	Shade Structure Column and Footing	EA	4	\$6,668.00	\$26,672.00	\$2,500.00	\$10,000.00	\$5,636.98	\$22,547.92
57	Maintenance/Plant Establishment Period (180 Days)	LS	1	\$9,450.00	\$9,450.00	\$15,000.00	\$15,000.00	\$12,261.87	\$12,261.87
58	Field Orders	LS	1	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
				Subtotal	\$718,107.00		\$758,000.00		\$610,250.91
Additive Bid									
59	Retaining Wall Steel Guardrail	LF	1025	\$258.00	\$264,450.00	\$200.00	\$205,000.00	\$225.15	\$230,778.75
				Subtotal	\$264,450.00		\$205,000.00		\$230,778.75

Bid Results for Project Paradise Creek Park Site Remediation and Improvements (CIP No. 18-07)						
Item No.	Description	Unit	Qty.	Whillock Contracting, Inc	PALM ENGINEERING CONSTRUCTION COMPANY INC	Sema Construction
Alternate Bid						
60	Pedestrian Protective Railing SDRSD M-24, Pipe Guardrail Post Type	LF	1150	\$174.50	\$200,675.00	\$110.00
					\$126,500.00	\$150.10
	Precast Concrete Segmental					
61	Retaining Wall (Wall A and Wall B)	SF	5685	\$30.00	\$170,550.00	\$50.00
	Retaining Wall (Single Tier) - 3"x3"				\$284,250.00	\$40.67
62	wire mesh, 9 gauge	SF	5290	\$52.00	\$275,080.00	\$50.00
	Retaining Wall (Double Tier) - 3"x3"				\$264,500.00	\$39.17
63	wire mesh, 9 gauge	SF	750	\$28.50	\$21,375.00	\$50.00
				Subtotal	\$37,500.00	\$70.67
				Total	\$712,750.00	\$53,002.50
					\$6,649,723.00	\$6,666,340.20
Summary of Award						
Base Bid - General				\$339,851.00	\$535,000.00	\$901,796.87
Base Bid - Grading				\$3,247,395.00	\$3,480,932.00	\$3,464,126.55
Base-Bid - Surface Improvements				\$297,573.00	\$404,941.00	\$353,087.37
Base-Bid - Drainage & Utility Facilities				\$342,419.00	\$553,100.00	\$442,264.00
Base Bid - Other Improvements				\$718,107.00	\$758,000.00	\$610,250.91
Additive Bid - Retaining Wall Steel Guardrail (Line Item 59)				\$264,450.00	\$205,000.00	\$230,778.75
Alternate Bids (Line Items 60-63)				\$667,680.00	\$712,750.00	\$664,035.75
Eliminate Line Item 13 - Retaining Wall (Single Tier) - 6"x6" wire mesh, 6 gauge				(\$264,500.00)	(\$132,250.00)	(\$210,065.90)
Eliminate Line Item 14 - Retaining Wall (Double Tier) - 6"x6" wire mesh, 6 gauge				(\$22,500.00)	(\$37,500.00)	(\$53,002.50)
Eliminate Line Item 60 - Pedestrian Protective Railing SDRSD M-24, Pipe Guardrail Post Type (Line Item 60)				(\$200,675.00)	(\$126,500.00)	(\$172,615.00)

Bid Results for Project Paradise Creek Park Site Remediation and Improvements (CIP No. 18-07)						
Item No.	Description	Unit	Qty.	Whillock Contracting, Inc	PALM ENGINEERING CONSTRUCTION COMPANY INC	Sema Construction
Eliminate Line Item 61 - Precast Concrete Segmental Retaining Wall (Wall A and Wall B) (Line Item 61)				(\$170,550.00)	(\$284,250.00)	(\$231,208.95)
				\$5,219,250.00	\$6,069,223.00	\$5,999,447.85

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City authorizing the Mayor to execute a three year Service Agreement with IPS Group, Inc., for a not-to-exceed amount of \$270,000 to provide Parking Management, Parking Enforcement, and Online Permit Management systems and services. (Engineering/Public Works)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.:

ITEM TITLE:

Resolution of the City Council of the City of National City authorizing the Mayor to execute a three year Service Agreement with IPS Group, Inc., for a not-to-exceed amount of \$270,000 to provide Parking Management, Parking Enforcement, and Online Permit Management systems and services.

PREPARED BY: Ray Roberson, Management Analyst II

PHONE: 619-336-4583

DEPARTMENT: Engineering and Public Works

APPROVED BY: 

EXPLANATION:

See staff report.

FINANCIAL STATEMENT:

ACCOUNT NO.

APPROVED: _____ **FINANCE**

APPROVED: _____ **MIS**

[xxx-xxx-xxx-xxx] (Expenditure Account TBD) - \$270,000

General Fund fund balance will be used and then reimbursed through the Parking Authority.

ENVIRONMENTAL REVIEW:

This is not a project and, therefore, not subject to environmental review.

ORDINANCE: **INTRODUCTION** ☐ **FINAL ADOPTION** ☐

STAFF RECOMMENDATION:

Adopt the resolution, authorizing the Mayor to execute a three year Service Agreement with IPS Group, Inc., for a not-to-exceed amount of \$270,000 to provide Parking Management, Parking Enforcement, and Online Permit Management systems and services.

BOARD / COMMISSION RECOMMENDATION:

ATTACHMENTS:

1. Explanation
2. Service Agreement with Exhibit A

EXPLANATION

On June 20, 2017, through the adoption of Resolution No. 2017-103, the City Council approved the Parking Action Plan (PAP) for Downtown National City. The PAP addresses existing and future parking demand, and directs staff to take all necessary actions for PAP implementation, including but not limited to, continued public outreach, data collection, and reporting.

Additionally, on November 7, 2017, through the adoption of Ordinance No. 2017-2441, the City Council adopted the Downtown Specific Plan Proposed Amendment which identifies parking as one of the Specific Plan's goals for future public and private development.

City staff researched a variety of vendors offering products and services to address its parking management and enforcement needs. Several vendors offered products and services, but only one vendor, IPS Group, Inc., provided the City with a comprehensive proposal which incorporates all of the City's parking management and enforcement needs. IPS Group, Inc. was very proactive in contacting the City and meeting with staff on several occasions to discuss and identify the City's parking management and enforcement issues. The resulting proposal includes parking management, parking enforcement, and an online permit management system.

Applicable components of the proposal:

- Single-space digital parking meters
- Mapped parking districts and time zones
- License Plate Reader technology – both handheld and vehicle mounted for use by Parking Enforcement staff
- Production and mailing of parking citations/delinquent notices/letters
- Online citation payment system management
- Online parking permit management allowing residents to purchase parking permits at their convenience
- Parking management electronic data collection and retention

In 2015, Region 14 Education Service Center, through the National Cooperative Purchase Alliance (NCPA), advertised a Request for Proposal (RFP #07-15) for Parking Meters, Single and Multi-Space. IPS Group, Inc. responded to the RFP and was subsequently awarded an annual contract. Copies of the RFP and IPS Group, Inc. response to the RFP are on file in the Engineering and Public Works Department.

In addition to the NCPA award, IPS Group, Inc. provides parking management and enforcement products and services to several other cities and government agencies including the City of Eugene, OR; Easton Town Center, TX; University of Minnesota, Duluth, MN; College Station, TX; City of Albuquerque, NM; City of Salt Lake City, UT; City of Los Angeles, CA; and City of San Diego, CA.

IPS Group, Inc., in cooperation with city staff, will conduct a two-phase approach for the parking management and enforcement components implementation. Phase I will include implementation of the license plate reader technology, online permit management, and parking management. Phase II will be installation of parking meters in designated areas throughout the City. Each phase is expected to take six months. The initial roll-out will be in Downtown. The next areas will include Westside and the Marina District.

At a subsequent meeting City staff will present an update to Title 11 "Vehicle and Traffic" of the municipal code to establish a new parking district for Downtown and Marina District. At that meeting, the areas of the parking management and enforcement implementation will be defined.

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City authorizing the installation of a blue curb disabled persons parking space with signage in front of the residence located on 1039 "D" Avenue (TSC No. 2018-23). (Engineering/Public Works)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.

ITEM TITLE:

Resolution of the City Council of the City of National City authorizing the installation of a blue curb disabled persons parking space with signage in front of the residence located on 1039 "D" Avenue. (TSC No. 2018-23).

PREPARED BY: Carla Hutchinson, Assistant Engineer - Civil

DEPARTMENT: Engineering/Public Works

PHONE: 619-336-4388

APPROVED BY: 

EXPLANATION:

See attached.

FINANCIAL STATEMENT:

ACCOUNT NO.

N/A

APPROVED: _____ **Finance**

APPROVED: _____ **MIS**

ENVIRONMENTAL REVIEW:

N/A

ORDINANCE: **INTRODUCTION:** ☐ **FINAL ADOPTION:** ☐

STAFF RECOMMENDATION:

Adopt Resolution authorizing the installation of a blue curb disabled persons parking space with signage in front of the residence located on 1039 "D" Avenue.

BOARD / COMMISSION RECOMMENDATION:

At their meeting on September 19, 2018, the Traffic Safety Committee approved staff's recommendation to install blue curb disabled persons parking space with signage in front of the residence located on 1039 "D" Avenue.

ATTACHMENTS:

1. Explanation w/Exhibit
2. Staff Report to the Traffic Safety Committee on September 19, 2018 (TSC No. 2018-23)
3. Resolution

EXPLANATION

Mr. Harry Ross has requested a blue curb disabled persons parking space in front of his residence located on 1039 "D" Avenue. Mr. Harry Ross possesses a valid disabled person placard from the California Department of Motor Vehicles. Mrs. Peg Ross, Mr. Ross' daughter stated that it is difficult to find parking in front of her father's property due to the high demand of parking in the area and that a disabled persons parking space in front of the property would provide easier access to the house for her father.

Staff visited the site and confirmed that Mr. Ross' residence does not have a garage or driveway. The residence is located in a residential area on the east side of "D" Avenue between E Plaza Boulevard and E 12th Street. "D" Avenue is a 2-lane local roadway with unrestricted parallel parking on both sides on the street and a speed limit of 30 mph.

The City Council has adopted a policy which is used to evaluate requests for disabled persons parking spaces. The City Council Disabled Persons Parking Policy requirements for "Special Hardship" cases are as follows:

1. Applicant (or guardian) must be in possession of valid license plates or placard for "disabled persons" or "disabled veterans". *This condition is met.*
2. The proposed disabled parking space must be in front (or side if on a corner lot) of the applicant's (or guardian's) place of residence. *This condition is met.*
3. The residence must not have useable off-street parking available or an off-street space available that may be converted into disabled parking. *This condition is met.*

Since all three conditions of the City Council Disabled Persons Parking Policy for "Special Hardship" cases are met, staff recommended the installation of a blue curb disabled persons parking space with signage at 1039 "D" Avenue.

This item was presented to the Traffic Safety Committee (TSC) on September 19, 2018. Mr. Harry Ross and his daughter Ms. Peg Ross were in attendance and spoke in support of the blue curb disabled persons parking space.

The Traffic Safety Committee voted unanimously to approve the installation of a blue curb disabled persons parking space with sign in front of the residence at 1039 D Avenue.

The applicant was informed that handicap parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates or placards may park in handicap spaces.

If approved by City Council, all work will be performed by City Public Works.

Location Map with Existing Conditions (TSC Item: 2018-23)



NATIONAL CITY TRAFFIC SAFETY COMMITTEE AGENDA REPORT FOR SEPTEMBER 19, 2018

ITEM NO. 2018-23

ITEM TITLE: REQUEST TO INSTALL A BLUE CURB DISABLED PERSONS PARKING SPACE WITH SIGNAGE IN FRONT OF THE RESIDENCE LOCATED AT 1039 "D" AVENUE

PREPARED BY: Carla Hutchinson, Assistant Engineer - Civil
Engineering & Public Works Department

DISCUSSION:

Mr. Harry Ross has requested a blue curb disabled persons parking space in front of his residence located on 1039 "D" Avenue. Mr. Harry Ross possesses a valid disabled person placard from the California Department of Motor Vehicles. Mrs. Peg Ross, Mr. Ross' daughter stated that it is difficult to find parking in front of her father's property due to the high demand of parking in the area and that a disabled persons parking space in front of the property would provide easier access to the house for her father.

Staff visited the site and confirmed that Mr. Ross' residence does not have a garage or driveway. The residence is located in a residential area on the east side of "D" Avenue between E Plaza Boulevard and E 12th Street. "D" Avenue is a 2-lane local roadway with unrestricted parallel parking on both sides on the street and a speed limit of 30 mph.

The City Council has adopted a policy which is used to evaluate requests for disabled persons parking spaces. The City Council Disabled Persons Parking Policy requirements for "Special Hardship" cases are as follows:

1. Applicant (or guardian) must be in possession of valid license plates or placard for "disabled persons" or "disabled veterans". *This condition is met.*
2. The proposed disabled parking space must be in front (or side if on a corner lot) of the applicant's (or guardian's) place of residence. *This condition is met.*
3. The residence must not have useable off-street parking available or an off-street space available that may be converted into disabled parking. *This condition is met.*

It shall be noted that disabled persons parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates or placards may park in handicap spaces.

STAFF RECOMMENDATION:

Since all three conditions of the City Council Disabled Persons Parking Policy for "Special Hardship" cases are met, staff recommends the installation of a blue curb disabled persons parking space with signage in front of the residence at 1039 "D" Avenue.

EXHIBITS:

1. Public Request
2. Public Notice
3. Location Map
4. Photos
5. City Council Disabled Persons Parking Policy

2018-23

6/5/18

REQUEST FOR BLUE CURB DISABLED PERSONS PARKING SPACE

NAME OF DISABLED PERSON: Harry M. Ross

NAME OF REPRESENTATIVE FOR DISABLED PERSON (if different from above):

Peg Ross Pawlak (daughter)

ADDRESS: 1039 D Avenue National City, CA (Mr. Ross)

EMAIL:

PHONE NUMBER:

Please answer the following questions, which will assist Engineering staff, the Traffic Safety Committee, and your City Council in determining if you are qualified to have a blue curb disabled persons parking space placed in front of your residence. Please be informed that all blue curb parking spaces are considered public parking. Therefore, any registered vehicle in possession of a disabled persons placard or license plate is legally allowed to park in the blue curb space for up to 72 continuous hours.

1) Do you possess a valid disabled person's placard issued by the California Department of Motor Vehicles (DMV)? ☒ YES ☐ NO
If YES, please include a copy of the placard, which contains your name, address, placard number, and expiration date.

2) Does your residence have a garage? ☐ YES ☒ NO

If YES, is the garage large enough to park a vehicle (minimum of 20' x 12') ☐ YES ☒ NO

3) Does your residence have a driveway? ☐ YES ☒ NO

If YES, a) Is the driveway large enough to park a vehicle? ☐ YES ☒ NO
(minimum of 20' x 12')

b) Is the driveway level? ☐ YES ☒ NO

c) Is the driveway sloped/inclined? ☐ YES ☒ NO

4) Please write any additional comments here (optional).

Mr. Ross has lived and owned
1039 D Avenue for over 60 years.
He is a "young" 92 year old.

DEPARTMENT OF MOTOR VEHICLES

PLACARD NUMBER:

DISABLED PERSON

EXPIRES: 06/30/2019

PLACARD IDENTIFICATION

CARD/RECEIPT

DATE ISSUED:

This identification card or facsimile copy is to be carried by the placard owner. Present it to any peace officer upon demand. Immediately notify DMV by mail of any change of address. When parking, hang the placard from the rear view mirror, remove it from the mirror when driving.

TYPE:

TV:

CO:

DOB:

ISSUED TO

ROSS HARRY MORRIS
1039 D AVE

NATIONAL CITY CA 91950

When your placard is properly displayed,

you may park in or on:

- * Disabled person parking spaces (blue zones)
- * Street metered zones without paying.
- * Green zones without restrictions to time limits.
- * Streets where preferential parking privileges are given to residents and merchants.

You may not park in or on:

- * Red, Yellow, White or Tow Away Zones.
- * Crosshatch marked spaces next to disabled person parking spaces.

It is considered misuse to:

- * Display a placard unless the disabled owner is being transported.
- * Display a placard which has been cancelled or revoked.
- * Loan your placard to anyone, including family members.

Purchase of fuel

(Business & Professions Code 13660):

* State law requires service stations to refund a disabled person's vehicle at self-service rates, except self-service facilities with only one cashier.

Misuse is a misdemeanor (section 4461 VC) and can result in cancellation or revocation of the placard, loss of parking privileges, and/or fines.



September 12, 2018

Resident/Property Owner

Subject: TRAFFIC SAFETY COMMITTEE (TSC) ITEM NO. 2018-23

**REQUEST TO INSTALL BLUE CURB DISABLED PERSONS PARKING
SPACE WITH SIGNAGE IN FRONT OF THE RESIDENCE LOCATED ON
1039 D AVENUE**

Dear Sir/Madame:

The City of National City would like to invite you to our next public Traffic Safety Committee Meeting scheduled for **Wednesday, September 19, 2018, at 1:00 P.M.** in the 2nd Floor Large Conference Room of the Civic Center Building, 1243 National City Boulevard, to discuss the above-referenced item.

The City Hall is ADA compliance. Please note that there are two disabled persons parking spaces in front of City Hall on the east side of National City that provide direct access on the 2nd Floor of City Hall via a pedestrian bridge.

If you have any questions, comments, and/or concerns, please contact the Engineering Department at 619-336-4380 and reference Traffic Safety Committee Item Number 2018-23.

Sincerely,

Stephen Manganiello
City Engineer

SM:ch

Enclosure: Location Map

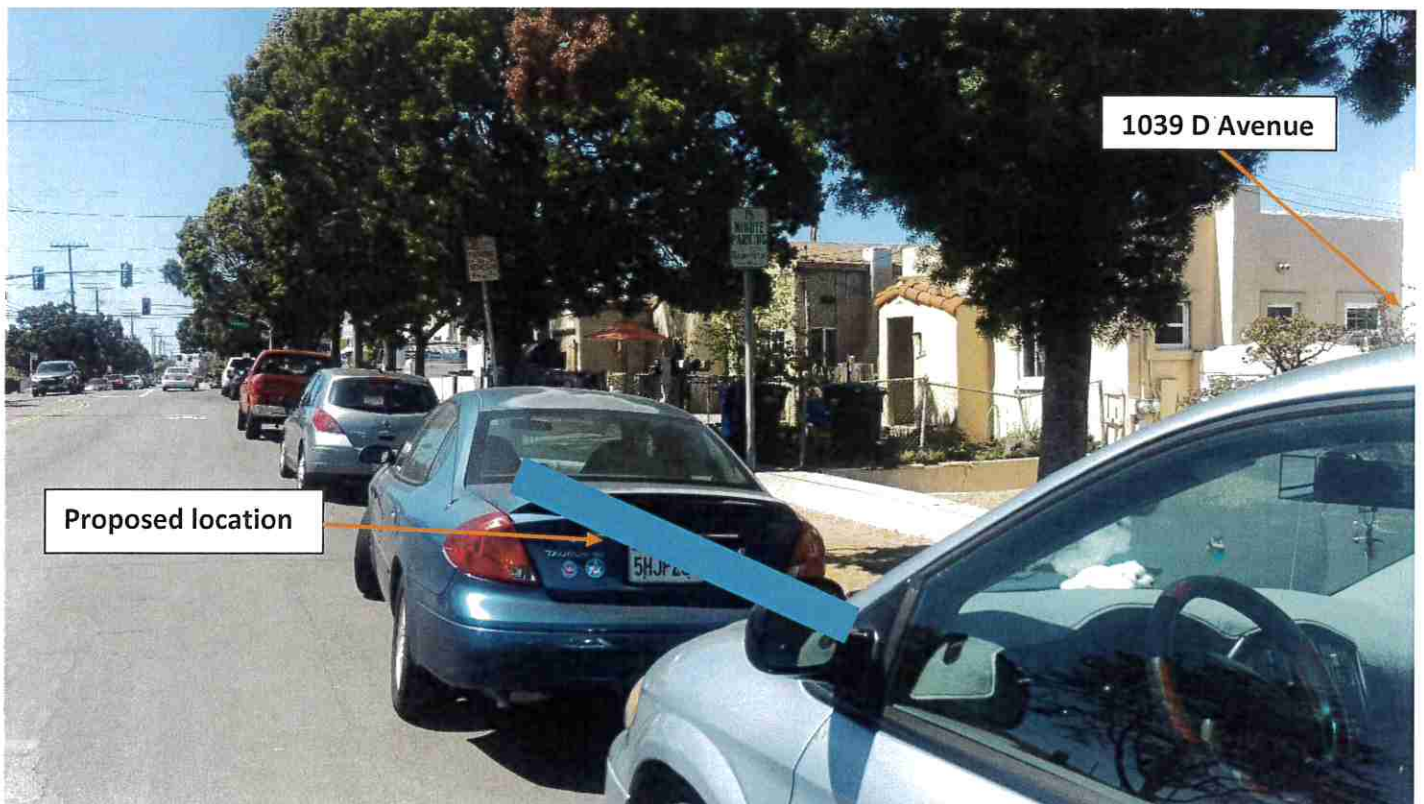
2018-23

Location Map with Existing Conditions (TSC Item: 2018-23)





Location of proposed blue curb disabled persons parking space in front of 1039 D Avenue (looking east)



Location of proposed blue curb disabled persons parking space in front of 1039 D Avenue (looking north)

DISABLED PERSONS PARKING POLICY

The purpose of a disabled persons parking zone is to provide designated parking spaces at major points of assembly for the exclusive use of physically disabled persons whose vehicle displays a distinguishing license plate as authorized by the California Department of Motor Vehicles.

The City Council may upon recommendation of the City Engineer, designate specially marked and posted on-street parking spaces for disabled persons pursuant to California Vehicle Code 21101, et seq. at the following facilities:

1. Government buildings serving the public such as administration buildings, public employment offices, public libraries, police stations, etc.
2. Hospitals and convalescent homes with more than 75-bed capacity.
3. Medical facilities and doctors' offices staffed by a maximum of five practitioners. Zones shall be located to serve a maximum number of facilities on one block.
4. Community service facilities such as senior citizens service centers, etc.
5. Accredited vocational training and educational facilities where no off-street parking is provided for disabled persons.
6. Employment offices for major enterprises employing more than 200 persons.
7. Public recreational facilities including municipal swimming pools, recreation halls, museums, etc.
8. Public theaters, auditoriums, meeting halls, arenas, stadiums with more than 300 seating capacity.
9. Other places of assembly such as schools and churches.
10. Commercial and/or office building(s) with an aggregate of more than 50,000 square feet of usable floor space. Zone shall be located to serve a maximum number of facilities on one block.
11. Hotels catering to daily guests, maintaining a ground floor lobby and a switchboard that is operated 24 hours per day.

12. A hotel or apartment house catering to weekly or monthly guests and containing more than 30 separate living units.

In addition, disabled persons parking spaces may be provided within all publicly owned, leased or controlled off-street parking facilities as specified in the General Requirements.

General Requirements

Each disabled persons parking space shall be indicated by blue paint and a sign (white on blue) showing the international symbol of accessibility (a profile view of a wheelchair with occupant).

Where installed under the above criteria the total number of disabled persons curb parking spaces will be limited to 3% of the total number of on-street parking spaces available in the area and shall be distributed uniformly within the area.

Disabled persons parking will not be installed at locations with a full-time parking prohibition. When a disabled persons parking zone is installed where a part-time parking prohibition is in effect, the disabled persons parking zone will have the same time restrictions as the part-time parking prohibition.

The cost of installing disabled persons parking will be assumed by the City on public streets and public off-street parking facilities.

In establishing on-street parking facilities for the disabled there shall be a reasonable determination made that the need is of an on-going nature. The intent is to prevent the proliferation of special parking stalls that may be installed for a short-term purpose but later are seldom used. Unjustified installation of such parking stalls unnecessarily increases the City's maintenance and operations costs, reduce available on-street parking for the general public, and detract from the overall effectiveness of the disabled persons parking program.

Special Hardship Cases

It is not the intention of the City to provide personal reserved parking on the public right-of-way, especially in residential areas. However, exceptions may be made, in special hardship cases, provided all of the following conditions exists:

- (1) Applicant (or guardian) must be in possession of valid license plates for "disabled persons" or "disabled veterans."
- (2) The proposed disabled parking space must be in front of the applicant's (or guardian's) place of residence.

- (3) Subject residence must not have useable off-street parking available or off-street space available that may be converted into disabled parking.

NOTE: It must be emphasized that such parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates may park in the above stalls.

Jha:p

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 2229 E. 4th Street (TSC No. 2018-24). (Engineering/Public Works)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.

ITEM TITLE:

Resolution of the City Council of the City of National City authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 2229 E. 4th Street (TSC No. 2018-24).

PREPARED BY: Carla Hutchinson, Assistant Engineer - Civil

DEPARTMENT: Engineering/Public Works

PHONE: 619-336-4388

APPROVED BY: 

EXPLANATION:

See attached.

FINANCIAL STATEMENT:

ACCOUNT NO.

N/A

APPROVED: _____ **Finance**

APPROVED: _____ **MIS**

ENVIRONMENTAL REVIEW:

N/A

ORDINANCE: INTRODUCTION: ☐

FINAL ADOPTION: ☐

STAFF RECOMMENDATION:

Adopt Resolution authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 2229 E. 4th Street.

BOARD / COMMISSION RECOMMENDATION:

At their meeting on September 19, 2018, the Traffic Safety Committee approved staff's recommendation to install blue curb disabled persons parking space with signage in front of the residence located on 2229 E. 4th Street.

ATTACHMENTS:

1. Explanation w/Exhibit
2. Staff Report to the Traffic Safety Committee on September 19, 2018 (TSC No. 2018-24)
3. Resolution

EXPLANATION

Mr. Patrick McDaniel, resident of 2229 E. 4th Street, has requested a blue curb disabled persons parking space in front of his residence. The resident possesses a valid disabled persons placard from the California Department of Motor Vehicles. Mr. McDaniel stated that his property has a garage and a driveway, but the driveway is inclined and the garage is not large enough to accommodate his vehicle. Mr. McDaniel also stated that it is difficult for him to load his mother to the vehicle from the wheelchair due to the sloped driveway in the property and that a disabled persons parking space in front his house would provide easier access to the house for him and his mother.

Staff visited the site and observed that Mr. McDaniel's residence has a driveway and garage. With his permission and supervision, staff measured the driveway and the garage. The driveway is 20 feet long by 18 feet wide with a slope of approximately 5%. In order to accommodate a vehicle with a disabled driver or passenger, the slope must be 2% or less. The garage is 15 feet long by 15 feet wide with a negligible slope. The minimum dimension for a garage or driveway to accommodate a vehicle with a disabled driver or passenger is 20 feet long by 12 feet wide. These two conditions are not met since the dimension of the garage and slope of driveway do not meet the minimum parking requirements for disabled persons.

The City Council has adopted a policy which is used to evaluate requests for disabled persons parking spaces. The City Council Disabled Persons Parking Policy requirements for "Special Hardship" cases are as follows:

1. Applicant (or guardian) must be in possession of valid license plates or placard for "disabled persons" or "disabled veterans". *This condition is met.*
2. The proposed disabled parking space must be in front (or side if on a corner lot) of the applicant's (or guardian's) place of residence. *This condition is met.*
3. The residence must not have useable off-street parking available or an off-street space available that may be converted into disabled parking. *This condition is met.*

Since all three conditions of the City Council Disabled Persons Parking Policy for "Special Hardship" cases are met, staff recommended the installation of a blue curb disabled persons parking space with signage at 2229 E. 4th Street.

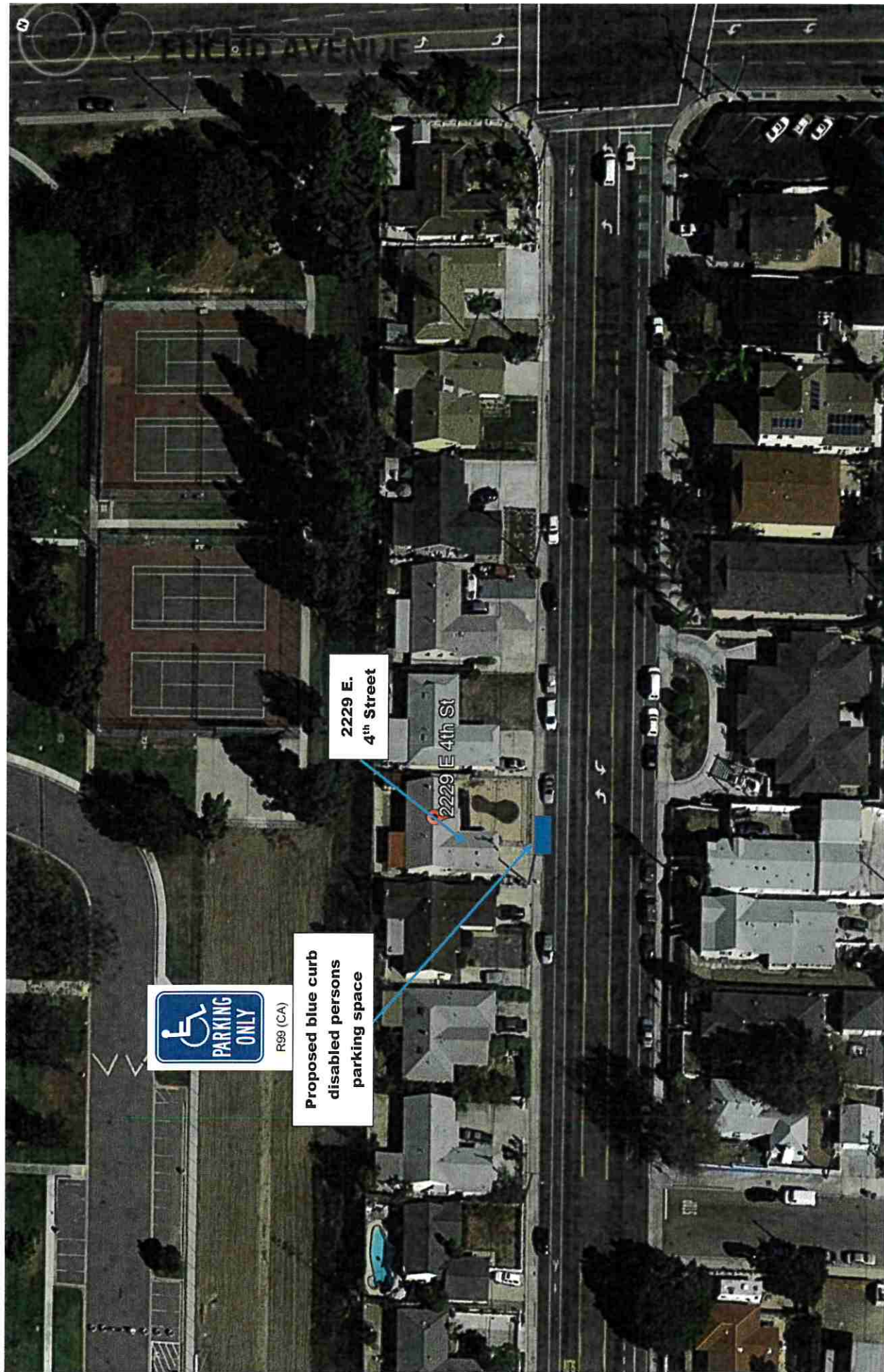
This item was presented to the Traffic Safety Committee (TSC) on September 19, 2018. Mr. Patrick McDaniel was in attendance and spoke in support of the blue curb disabled persons parking space.

The Traffic Safety Committee voted unanimously to approve the installation of a blue curb disabled persons parking space with signage in front of the residence at 2229 E. 4th Street.

The applicant was informed that handicap parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates or placards may park in handicap spaces.

If approved by City Council, all work will be performed by City Public Works.

Location Map with Recommended Enhancements (TSC Item: 2018-24)



**NATIONAL CITY TRAFFIC SAFETY COMMITTEE
AGENDA REPORT FOR SEPTEMBER 19, 2018**

ITEM NO. 2018-24

ITEM TITLE: **REQUEST TO INSTALL A BLUE CURB DISABLED PERSONS
PARKING SPACE WITH SIGNAGE IN FRONT OF THE RESIDENCE
AT 2229 E. 4TH STREET**

PREPARED BY: Carla Hutchinson, Assistant Engineer - Civil
Engineering & Public Works Department

DISCUSSION:

Mr. Patrick McDaniel, resident of 2229 E. 4th Street, has requested a blue curb disabled persons parking space in front of his residence. The resident possesses a valid disabled persons placard from the California Department of Motor Vehicles. Mr. McDaniel stated that his property has a garage and a driveway, but the driveway is inclined and the garage is not large enough to accommodate his vehicle. Mr. McDaniel also stated that it is difficult for him to load his mother to the vehicle from the wheelchair due to the sloped driveway in the property and that a disabled persons parking space in front his house would provide easier access to the house for him and his mother.

Staff visited the site and observed that Mr. McDaniel's residence has a driveway and garage. With his permission and supervision, staff measured the driveway and the garage. The driveway is 20 feet long by 18 feet wide with a slope of approximately 5%. In order to accommodate a vehicle with a disabled driver or passenger, the slope must be 2% or less. The garage is 15 feet long by 15 feet wide with a negligible slope. The minimum dimension for a garage or driveway to accommodate a vehicle with a disabled driver or passenger is 20 feet long by 12 feet wide. These two conditions are not met since the dimension of the garage and slope of driveway do not meet the minimum parking requirements for disabled persons.

The City Council has adopted a policy which is used to evaluate requests for disabled persons parking spaces. The City Council Disabled Persons Parking Policy requirements for "Special Hardship" cases are as follows:

1. Applicant (or guardian) must be in possession of valid license plates or placard for "disabled persons" or "disabled veterans". *This condition is met.*
2. The proposed disabled parking space must be in front (or side if on a corner lot) of the applicant's (or guardian's) place of residence. *This condition is met.*
3. The residence must not have useable off-street parking available or an off-street space available that may be converted into disabled parking. *This condition is met.*

It shall be noted that disabled persons parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates or placards may park in handicap spaces.

STAFF RECOMMENDATION:

Since all three conditions of the City Council Disabled Persons Parking Policy for "Special Hardship" cases are met, staff recommends the installation of a blue curb disabled persons parking space with signage in front of the residence at 2229 E. 4th Street.

ATTACHMENTS:

1. Disabled Persons Parking Request Form and Placard
2. Public Notice
3. Location Map
4. Photos
5. City Council Disabled Persons Parking Policy

2018-24

REQUEST FOR BLUE CURB DISABLED PERSONS PARKING SPACE

ENG & PW DEPT.
CITY OF NATIONAL CITY
ROAD AND/OR TRAIL

NAME OF DISABLED PERSON:

Patrick/Rosetta MC Doniel

NAME OF REPRESENTATIVE FOR DISABLED PERSON (if different from above):

ADDRESS:

2229 east 4th St

EMAIL:

PHONE NUMBER:

Please answer the following questions, which will assist Engineering staff, the Traffic Safety Committee, and your City Council in determining if you are qualified to have a blue curb disabled persons parking space placed in front of your residence. Please be informed that all blue curb parking spaces are considered public parking. Therefore, any registered vehicle in possession of a disabled persons placard or license plate is legally allowed to park in the blue curb space for up to 72 continuous hours.

- 1) Do you possess a valid disabled person's placard issued by the California Department of Motor Vehicles (DMV)? ☒ YES ☐ NO

If YES, please include a copy of the placard, which contains your name, address, placard number, and expiration date.

- 2) Does your residence have a garage? ☒ YES ☐ NO

If YES, is the garage large enough to park a vehicle (minimum of 20' x 12') ☐ YES ☒ NO

- 3) Does your residence have a driveway? ☒ YES ☐ NO

If YES, a) Is the driveway large enough to park a vehicle? (minimum of 20' x 12') ☒ YES ☐ NO

b) Is the driveway level? ☐ YES ☒ NO

c) Is the driveway sloped/inclined? ☒ YES ☐ NO

- 4) Please write any additional comments here (optional).

Due to my disabilities trying to lead my disabled mother from her wheel chair on the inclined driveway is dangerous for both of us

DEPARTMENT OF MOTOR VEHICLES
DISABLED PERSON
PLACARD IDENTIFICATION
CARD/RECEIPT
PLACARD NUMBER: 06/30/2019
EXPIRES: 06/30/2019
DATE ISSUED: -----

This identification card or facsimile copy is to be carried by the placard owner. Present it to any peace officer upon demand. Immediately notify DMV by mail of any change of address. When parking, hang the placard from the rear view mirror, remove it from the mirror when driving.

When your placard is properly displayed, you may park in or on:

- * Disabled person parking spaces (blue zones)
- * Street metered zones without paying.
- * Green zones without restrictions to time limits.
- * Streets where preferential parking privileges are given to residents and merchants.

You may not park in or on:

- * Red, Yellow, White or Tow Away Zones.
- * Crosshatch marked spaces next to disabled person parking spaces.

It is considered misuse to:

- * Display a placard unless the disabled owner is being transported.
 - * Display a placard which has been cancelled or revoked.
 - * Loan your placard to anyone, including family members.
- Misuse is a misdemeanor (section 4461VC) and can result in cancellation or revocation of the placard, loss of parking privileges, and/or fines.

TYPE: IV: CO:

DOB: ISSUED TO

MCDANIEL PATRICK MICHAEL
2229 E 4TH ST

NATIONAL CITY CA 91950

Purchase of fuel
(Business & Professions Code 13660):
State law requires service stations to refuel a disabled person's vehicle at self-service rates except self-service facilities with only one cashier.



September 12, 2018

Resident/Property Owner

Subject: TRAFFIC SAFETY COMMITTEE (TSC) ITEM NO. 2018-24

REQUEST TO INSTALL BLUE CURB DISABLED PERSONS PARKING SPACE WITH SIGNAGE IN FRONT OF THE RESIDENCE LOCATED ON 2229 E. 4TH STREET

Dear Sir/Madame:

The City of National City would like to invite you to our next public Traffic Safety Committee Meeting scheduled for **Wednesday, September 19, 2018, at 1:00 P.M.** in the 2nd Floor Large Conference Room of the Civic Center Building, 1243 National City Boulevard, to discuss the above-referenced item.

The City Hall is ADA compliance. Please note that there are two disabled persons parking spaces in front of City Hall on the east side of National City that provide direct access on the 2nd Floor of City Hall via a pedestrian bridge.

If you have any questions, comments, and/or concerns, please contact the Engineering Department at 619-336-4380 and reference Traffic Safety Committee Item Number 2018-24.

Sincerely,

Stephen Manganiello
City Engineer

SM:ch

Enclosure: Location Map

2018-24

Location Map with Recommended Enhancements (TSC Item: 2018-24)





Location of proposed blue curb disabled persons parking space in front of 2229 E. 4th Street (looking north)



Location of proposed blue curb disabled persons parking space in front of 2229 E. 4th Street (looking east)

DISABLED PERSONS PARKING POLICY

The purpose of a disabled persons parking zone is to provide designated parking spaces at major points of assembly for the exclusive use of physically disabled persons whose vehicle displays a distinguishing license plate as authorized by the California Department of Motor Vehicles.

The City Council may upon recommendation of the City Engineer, designate specially marked and posted on-street parking spaces for disabled persons pursuant to California Vehicle Code 21101, et seq. at the following facilities:

1. Government buildings serving the public such as administration buildings, public employment offices, public libraries, police stations, etc.
2. Hospitals and convalescent homes with more than 75-bed capacity.
3. Medical facilities and doctors' offices staffed by a maximum of five practitioners. Zones shall be located to serve a maximum number of facilities on one block.
4. Community service facilities such as senior citizens service centers, etc.
5. Accredited vocational training and educational facilities where no off-street parking is provided for disabled persons.
6. Employment offices for major enterprises employing more than 200 persons.
7. Public recreational facilities including municipal swimming pools, recreation halls, museums, etc.
8. Public theaters, auditoriums, meeting halls, arenas, stadiums with more than 300 seating capacity.
9. Other places of assembly such as schools and churches.
10. Commercial and/or office building(s) with an aggregate of more than 50,000 square feet of usable floor space. Zone shall be located to serve a maximum number of facilities on one block.
11. Hotels catering to daily guests, maintaining a ground floor lobby and a switchboard that is operated 24 hours per day.

12. A hotel or apartment house catering to weekly or monthly guests and containing more than 30 separate living units.

In addition, disabled persons parking spaces may be provided within all publicly owned, leased or controlled off-street parking facilities as specified in the General Requirements.

General Requirements

Each disabled persons parking space shall be indicated by blue paint and a sign (white on blue) showing the international symbol of accessibility (a profile view of a wheelchair with occupant).

Where installed under the above criteria the total number of disabled persons curb parking spaces will be limited to 3% of the total number of on-street parking spaces available in the area and shall be distributed uniformly within the area.

Disabled persons parking will not be installed at locations with a full-time parking prohibition. When a disabled persons parking zone is installed where a part-time parking prohibition is in effect, the disabled persons parking zone will have the same time restrictions as the part-time parking prohibition.

The cost of installing disabled persons parking will be assumed by the City on public streets and public off-street parking facilities.

In establishing on-street parking facilities for the disabled there shall be a reasonable determination made that the need is of an on-going nature. The intent is to prevent the proliferation of special parking stalls that may be installed for a short-term purpose but later are seldom used. Unjustified installation of such parking stalls unnecessarily increases the City's maintenance and operations costs, reduce available on-street parking for the general public, and detract from the overall effectiveness of the disabled persons parking program.

Special Hardship Cases

It is not the intention of the City to provide personal reserved parking on the public right-of-way, especially in residential areas. However, exceptions may be made, in special hardship cases, provided all of the following conditions exists:

- (1) Applicant (or guardian) must be in possession of valid license plates for "disabled persons" or "disabled veterans."
- (2) The proposed disabled parking space must be in front of the applicant's (or guardian's) place of residence.

- (3) Subject residence must not have useable off-street parking available or off-street space available that may be converted into disabled parking.

NOTE: It must be emphasized that such parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates may park in the above stalls.

Jha:p

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 927 “C” Avenue (TSC No. 2018-25). (Engineering/Public Works)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.

ITEM TITLE:

Resolution of the City Council of the City of National City authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 927 "C" Avenue (TSC No. 2018-25).

PREPARED BY: Carla Hutchinson, Assistant Engineer - Civil

PHONE: 619-336-4388

DEPARTMENT: Engineering/Public Works

APPROVED BY: 

EXPLANATION:

See attached.

FINANCIAL STATEMENT:

ACCOUNT NO.

N/A

APPROVED: _____ **Finance**

APPROVED: _____ **MIS**

ENVIRONMENTAL REVIEW:

N/A

ORDINANCE: INTRODUCTION: ☐

FINAL ADOPTION: ☐

STAFF RECOMMENDATION:

Adopt Resolution authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 927 "C" Avenue.

BOARD / COMMISSION RECOMMENDATION:

At their meeting on September 19, 2018, the Traffic Safety Committee approved staff's recommendation to install blue curb disabled persons parking space with signage in front of the residence located on 927 "C" Avenue.

ATTACHMENTS:

1. Explanation w/Exhibit
2. Staff Report to the Traffic Safety Committee on September 19, 2018 (TSC No. 2018-25)
3. Resolution

EXPLANATION

Ms. Yolanda Parra, resident of 927 "C" Avenue, has requested a blue curb disabled persons parking space in front of her residence. The resident possesses a valid disabled persons placard from the California Department of Motor Vehicles. Ms. Parra stated that it is difficult for her to find parking in front of her residence. Ms. Parra currently rents the property on 927 C Avenue. However, the property owner has not provided access to off-street parking and Ms. Parra stated that a disabled persons parking space in front her residence would provide easier access to the house.

Staff visited the site and observed that Ms. Parra's residence does not have a garage. There is an existing driveway in the property being occupied with the property owner's vehicles with no available access for Ms. Parra's vehicle.

The City Council has adopted a policy which is used to evaluate requests for disabled persons parking spaces. The City Council Disabled Persons Parking Policy requirements for "Special Hardship" cases are as follows:

1. Applicant (or guardian) must be in possession of valid license plates or placard for "disabled persons" or "disabled veterans". *This condition is met.*
2. The proposed disabled parking space must be in front (or side if on a corner lot) of the applicant's (or guardian's) place of residence. *This condition is met.*
3. The residence must not have useable off-street parking available or an off-street space available that may be converted into disabled parking. *This condition is met.*

Since all three conditions of the City Council Disabled Persons Parking Policy for "Special Hardship" cases are met, staff recommended the installation of a blue curb disabled persons parking space with signage at 927 "C" Avenue.

This item was presented to the Traffic Safety Committee (TSC) on September 19, 2018. Ms. Yolanda Parra was in attendance and spoke in support of the blue curb disabled persons parking space.

The Traffic Safety Committee voted unanimously to approve the installation of a blue curb disabled persons parking space with signage in front of the residence at 927 "C" Avenue.

The applicant was informed that handicap parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates or placards may park in handicap spaces.

If approved by City Council, all work will be performed by City Public Works.

Location Map with Recommended Enhancements (TSC Item: 2018-25)



NATIONAL CITY TRAFFIC SAFETY COMMITTEE AGENDA REPORT FOR SEPTEMBER 19, 2018

ITEM NO. 2018-25

ITEM TITLE: **REQUEST TO INSTALL A BLUE CURB DISABLED PERSONS PARKING SPACE WITH SIGNAGE IN FRONT OF THE RESIDENCE AT 927 "C" AVENUE.**

PREPARED BY: Carla Hutchinson, Assistant Engineer - Civil Engineering & Public Works Department

DISCUSSION:

Ms. Yolanda Parra, resident of 927 "C" Avenue, has requested a blue curb disabled persons parking space in front of her residence. The resident possesses a valid disabled persons placard from the California Department of Motor Vehicles. Ms. Parra stated that it is difficult for her to find parking in front of her residence. Ms. Parra currently rents the property on 927 C Avenue. However, the property owner has not provided access to off-street parking and Ms. Parra stated that a disabled persons parking space in front her residence would provide easier access to the house.

Staff visited the site and observed that Ms. Parra's residence does not have a garage. There is an existing driveway in the property being occupied with the property owner's vehicles with no available access for Ms. Parra's vehicle.

The City Council has adopted a policy which is used to evaluate requests for disabled persons parking spaces. The City Council Disabled Persons Parking Policy requirements for "Special Hardship" cases are as follows:

1. Applicant (or guardian) must be in possession of valid license plates or placard for "disabled persons" or "disabled veterans". *This condition is met.*
2. The proposed disabled parking space must be in front (or side if on a corner lot) of the applicant's (or guardian's) place of residence. *This condition is met.*
3. The residence must not have useable off-street parking available or an off-street space available that may be converted into disabled parking. *This condition is met.*

It shall be noted that disabled persons parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates or placards may park in handicap spaces.

STAFF RECOMMENDATION:

Since all three conditions of the City Council Disabled Persons Parking Policy for "Special Hardship" cases are met, staff recommends the installation of a blue curb disabled persons parking space with signage in front of the residence at 927 "C" Avenue.

ATTACHMENTS:

1. Disabled Persons Parking Request Form and Placard
2. Public Notice
3. Location Map
4. Photos
5. City Council Disabled Persons Parking Policy

2018-25

REQUEST FOR BLUE CURB DISABLED PERSONS PARKING SPACE

NAME OF DISABLED PERSON: Yolanda Parra Sanchez

NAME OF REPRESENTATIVE FOR DISABLED PERSON (if different from above):

ADDRESS: 927 C Ave. National City CA 91950

EMAIL: _____

PHONE NUMBER: _____

Please answer the following questions, which will assist Engineering staff, the Traffic Safety Committee, and your City Council in determining if you are qualified to have a blue curb disabled persons parking space placed in front of your residence. Please be informed that all blue curb parking spaces are considered public parking. Therefore, any registered vehicle in possession of a disabled persons placard or license plate is legally allowed to park in the blue curb space for up to 72 continuous hours.

- 1) Do you possess a valid disabled person's placard issued by the California Department of Motor Vehicles (DMV)? ☒ YES ☐ NO

If YES, please include a copy of the placard, which contains your name, address, placard number, and expiration date.

- 2) Does your residence have a garage? ☐ YES ☒ NO

If YES, is the garage large enough to park a vehicle (minimum of 20' x 12') ☐ YES ☐ NO

- 3) Does your residence have a driveway? ☐ YES ☒ NO ★

If YES, a) Is the driveway large enough to park a vehicle? ☐ YES ☐ NO
(minimum of 20' x 12')

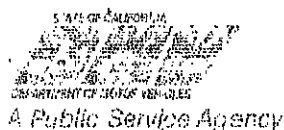
b) Is the driveway level? ☐ YES ☐ NO

c) Is the driveway sloped/inclined? ☐ YES ☐ NO

- 4) Please write any additional comments here (optional).

Tengo problema de licencia
encuentro Parra

★ Resident rents property. Landlord/property owner does not provide off-street parking.



CUSTOMER RECEIPT COPY

EXPIRES: 06/30/2019

*** DISABLED PERSON PLACARD ***

PLACARD NUMBER: _____ PIC: _____ TV: _____ DATE ISSUED: _____
MO/YR: _____

PARRASANCHEZ YOLANDA
9257 C AVE

DT FEES RECVD:

NATIONAL CITY
CA 91950

CO:



AMT DUE : NONE
AMT RECVD - CASH :
- CHCK :
- CRDT :

E10 613 B2 0000000 0046 CS E10 060418 N1

DEPARTMENT OF MOTOR VEHICLES PLACARD IDENTIFICATION CARD

THIS IDENTIFICATION CARD OR FACSIMILE COPY IS TO BE CARRIED BY THE PLACARD OWNER. PRESENT IT TO ANY PEACE OFFICER UPON DEMAND. IMMEDIATELY NOTIFY DMV BY PHONE OR MAIL OF ANY CHANGE OF ADDRESS. WHEN PARKING, HANG THE PLACARD FROM THE REAR VIEW MIRROR. REMOVE IT WHEN DRIVING.

A Public Service Agency

PLACARD#: _____ PLACARD HOLDER: PARRASANCHEZ YOLANDA
EXPIRES: 06/30/2019 9257 C AVE
DOB: _____
ISSUED: _____
TYPE: N1 NATIONAL CITY
CA 91950

PURCHASE OF FUEL (BUSINESS & PROFESSIONS CODE 13660):
STATE LAW REQUIRES SERVICE STATIONS TO REFUEL A DISABLED PERSON'S VEHICLE AT SELF-SERVICE RATES, EXCEPT SELF-SERVICE FACILITIES WITH ONLY ONE CASHIER.

WHEN YOUR PLACARD IS PROPERLY DISPLAYED, YOU MAY PARK IN/ON:
*DISABLED PERSON PARKING SPACES (BLUE ZONES) *STREET METERED ZONES WITHOUT PAYING *GREEN ZONES WITHOUT RESTRICTIONS TO TIME LIMITS *STREET WHERE PREFERENTIAL PARKING PRIVILEGES ARE GIVEN TO RESIDENTS AND MERCHANTS.

YOU MAY NOT PARK IN/ON: *RED ZONES *TOW AWAY ZONES *WHITE OR YELLOW ZONES *SPACES MARKED BY CROSSHATCH LINES NEXT TO DISABLED PERSON PARKING SPACES.

IT IS CONSIDERED MISUSE: *TO DISPLAY A PLACARD UNLESS THE DISABLED OWNER IS BEING TRANSPORTED *TO DISPLAY A PLACARD WHICH HAS BEEN CANCELLED OR REVOKED *TO LOAN YOUR PLACARD TO ANYONE, INCLUDING FAMILY MEMBERS. MISUSE IS A MISDEMEANOR (SECTION 4461VC) AND CAN RESULT IN CANCELLATION REVOCATION OF THE PLACARD. LOSS OF PARKING PRIVILEGES. AND/OR FINES.



September 12, 2018

Resident/Property Owner

Subject: TRAFFIC SAFETY COMMITTEE (TSC) ITEM NO. 2018-25

**REQUEST TO INSTALL BLUE CURB DISABLED PERSONS PARKING
SPACE WITH SIGNAGE IN FRONT OF THE RESIDENCE LOCATED ON
927 C AVENUE**

Dear Sir/Madame:

The City of National City would like to invite you to our next public Traffic Safety Committee Meeting scheduled for **Wednesday, September 19, 2018, at 1:00 P.M.** in the 2nd Floor Large Conference Room of the Civic Center Building, 1243 National City Boulevard, to discuss the above-referenced item.

The City Hall is ADA compliance. Please note that there are two disabled persons parking spaces in front of City Hall on the east side of National City that provide direct access on the 2nd Floor of City Hall via a pedestrian bridge.

If you have any questions, comments, and/or concerns, please contact the Engineering Department at 619-336-4380 and reference Traffic Safety Committee Item Number 2018-25.

Sincerely,

Stephen Manganiello
City Engineer

SM:ch

Enclosure: Location Map

2018-25

Location Map with Recommended Enhancements (TSC Item: 2018-25)





Location of proposed blue curb disabled persons parking space in front of 927 C Avenue (looking east)



Location of proposed blue curb disabled persons parking space in front of 927 C Avenue (looking south)

DISABLED PERSONS PARKING POLICY

The purpose of a disabled persons parking zone is to provide designated parking spaces at major points of assembly for the exclusive use of physically disabled persons whose vehicle displays a distinguishing license plate as authorized by the California Department of Motor Vehicles.

The City Council may upon recommendation of the City Engineer, designate specially marked and posted on-street parking spaces for disabled persons pursuant to California Vehicle Code 21101, et seq. at the following facilities:

1. Government buildings serving the public such as administration buildings, public employment offices, public libraries, police stations, etc.
2. Hospitals and convalescent homes with more than 75-bed capacity.
3. Medical facilities and doctors' offices staffed by a maximum of five practitioners. Zones shall be located to serve a maximum number of facilities on one block.
4. Community service facilities such as senior citizens service centers, etc.
5. Accredited vocational training and educational facilities where no off-street parking is provided for disabled persons.
6. Employment offices for major enterprises employing more than 200 persons.
7. Public recreational facilities including municipal swimming pools, recreation halls, museums, etc.
8. Public theaters, auditoriums, meeting halls, arenas, stadiums with more than 300 seating capacity.
9. Other places of assembly such as schools and churches.
10. Commercial and/or office building(s) with an aggregate of more than 50,000 square feet of usable floor space. Zone shall be located to serve a maximum number of facilities on one block.
11. Hotels catering to daily guests, maintaining a ground floor lobby and a switchboard that is operated 24 hours per day.

12. A hotel or apartment house catering to weekly or monthly guests and containing more than 30 separate living units.

In addition, disabled persons parking spaces may be provided within all publicly owned, leased or controlled off-street parking facilities as specified in the General Requirements.

General Requirements

Each disabled persons parking space shall be indicated by blue paint and a sign (white on blue) showing the international symbol of accessibility (a profile view of a wheelchair with occupant).

Where installed under the above criteria the total number of disabled persons curb parking spaces will be limited to 3% of the total number of on-street parking spaces available in the area and shall be distributed uniformly within the area.

Disabled persons parking will not be installed at locations with a full-time parking prohibition. When a disabled persons parking zone is installed where a part-time parking prohibition is in effect, the disabled persons parking zone will have the same time restrictions as the part-time parking prohibition.

The cost of installing disabled persons parking will be assumed by the City on public streets and public off-street parking facilities.

In establishing on-street parking facilities for the disabled there shall be a reasonable determination made that the need is of an on-going nature. The intent is to prevent the proliferation of special parking stalls that may be installed for a short-term purpose but later are seldom used. Unjustified installation of such parking stalls unnecessarily increases the City's maintenance and operations costs, reduce available on-street parking for the general public, and detract from the overall effectiveness of the disabled persons parking program.

Special Hardship Cases

It is not the intention of the City to provide personal reserved parking on the public right-of-way, especially in residential areas. However, exceptions may be made, in special hardship cases, provided all of the following conditions exists:

- (1) Applicant (or guardian) must be in possession of valid license plates for "disabled persons" or "disabled veterans."
- (2) The proposed disabled parking space must be in front of the applicant's (or guardian's) place of residence.

- (3) Subject residence must not have useable off-street parking available or off-street space available that may be converted into disabled parking.

NOTE: It must be emphasized that such parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates may park in the above stalls.

Jha:p

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 318 “F” Avenue (TSC No. 2018-26). (Engineering/Public Works)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.

ITEM TITLE:

Resolution of the City Council of the City of National City authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 318 "F" Avenue (TSC No. 2018-26).

PREPARED BY: Carla Hutchinson, Assistant Engineer - Civil

DEPARTMENT: Engineering/Public Works

PHONE: 619-336-4388

APPROVED BY: 

EXPLANATION:

See attached.

FINANCIAL STATEMENT:

APPROVED: _____ **Finance**

ACCOUNT NO.

APPROVED: _____ **MIS**

N/A

ENVIRONMENTAL REVIEW:

N/A

ORDINANCE: INTRODUCTION: ☐

FINAL ADOPTION: ☐

STAFF RECOMMENDATION:

Adopt Resolution authorizing the installation of blue curb disabled persons parking space with signage in front of the residence located on 318 "F" Avenue.

BOARD / COMMISSION RECOMMENDATION:

At their meeting on September 19, 2018, the Traffic Safety Committee approved staff's recommendation to install blue curb disabled persons parking space with signage in front of the residence located on 318 "F" Avenue.

ATTACHMENTS:

1. Explanation w/Exhibit
2. Staff Report to the Traffic Safety Committee on September 19, 2018 (TSC No. 2018-26)
3. Resolution

EXPLANATION

Mr. Ronald Aho, resident of 318 F Avenue, has requested a blue curb disabled persons parking space in front of his residence. The resident possesses a valid disabled persons placard from the California Department of Motor Vehicles. Mr. Aho stated that it is difficult for him to find parking near his property due to the high demand of parking in this area. Mr. Aho also stated that his property possesses a driveway and garage, but are not large enough to accommodate his vehicle, and that a disabled persons parking space in front of his house would provide easier access to the house for him.

Staff visited the site and confirmed that Mr. Aho's residence has a driveway and garage. With his permission and supervision, staff measured the driveway and the garage. The driveway is 9 feet long by 20 feet wide with a slope of approximately 3%. In order to accommodate a vehicle with a disabled driver or passenger, the slope must be 2% or less. The garage is 15 feet long by 11 feet wide with a negligible slope. The minimum dimension for a garage or driveway to accommodate a vehicle with a disabled driver or passenger is 20 feet long by 12 feet wide. These two conditions are not met since the dimension of the garage and slope of driveway and garage do not meet the minimum parking requirements for disabled persons.

The City Council has adopted a policy which is used to evaluate requests for disabled persons parking spaces. The City Council Disabled Persons Parking Policy requirements for "Special Hardship" cases are as follows:

1. Applicant (or guardian) must be in possession of valid license plates or placard for "disabled persons" or "disabled veterans". *This condition is met.*
2. The proposed disabled parking space must be in front (or side if on a corner lot) of the applicant's (or guardian's) place of residence. *This condition is met.*
3. The residence must not have useable off-street parking available or an off-street space available that may be converted into disabled parking. *This condition is met.*

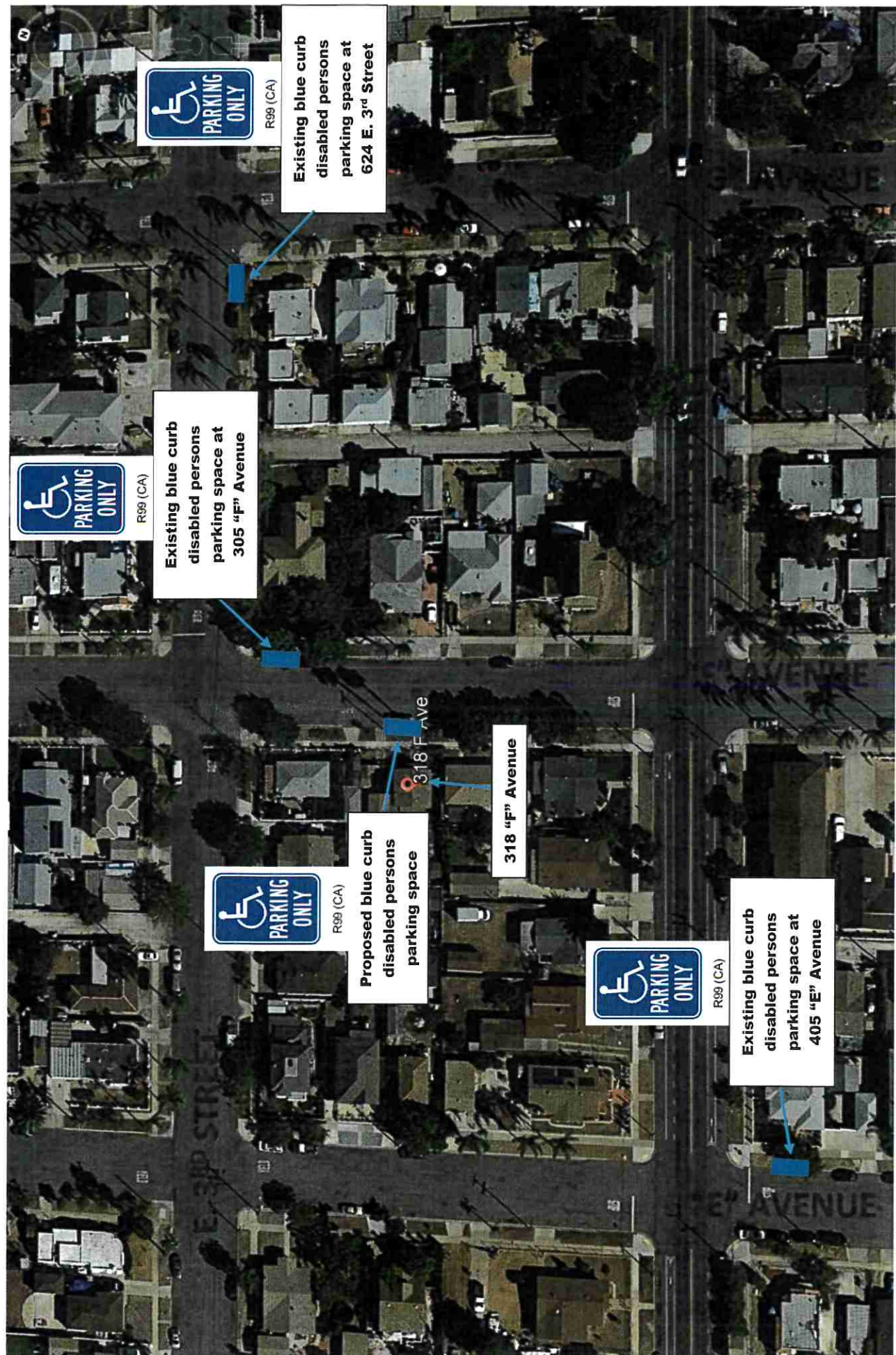
Since all three conditions of the City Council Disabled Persons Parking Policy for "Special Hardship" cases are met, staff recommended the installation of a blue curb disabled persons parking space with signage at 318 "F" Avenue.

This item was presented to the Traffic Safety Committee (TSC) on September 19, 2018. Mr. Mike Nichols was in attendance on behalf of Mr. Ronald Aho and spoke in support of the blue curb disabled persons parking space.

The Traffic Safety Committee voted unanimously to approve the installation of a blue curb disabled persons parking space with signage in front of the residence at 318 "F" Avenue. The applicant was informed that handicap parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates or placards may park in handicap spaces.

If approved by City Council, all work will be performed by City Public Works.

Location Map with Recommended Enhancements (TSC Item: 2018-26)



NATIONAL CITY TRAFFIC SAFETY COMMITTEE AGENDA REPORT FOR SEPTEMBER 19, 2018

ITEM NO. 2018-26

ITEM TITLE: REQUEST TO INSTALL A BLUE CURB DISABLED PERSONS PARKING SPACE WITH SIGNAGE IN FRONT OF THE RESIDENCE AT 318 F AVENUE

PREPARED BY: Carla Hutchinson, Assistant Engineer - Civil Engineering & Public Works Department

DISCUSSION:

Mr. Ronald Aho, resident of 318 F Avenue, has requested a blue curb disabled persons parking space in front of his residence. The resident possesses a valid disabled persons placard from the California Department of Motor Vehicles. Mr. Aho stated that it is difficult for him to find parking near his property due to the high demand of parking in this area. Mr. Aho also stated that his property possesses a driveway and garage, but are not large enough to accommodate his vehicle, and that a disabled persons parking space in front his house would provide easier access to the house for him.

Staff visited the site and confirmed that Mr. Aho's residence has a driveway and garage. With his permission and supervision, staff measured the driveway and the garage. The driveway is 9 feet long by 20 feet wide with a slope of approximately 3%. In order to accommodate a vehicle with a disabled driver or passenger, the slope must be 2% or less. The garage is 15 feet long by 11 feet wide with a negligible slope. The minimum dimension for a garage or driveway to accommodate a vehicle with a disabled driver or passenger is 20 feet long by 12 feet wide. These two conditions are not met since the dimension of the garage and slope of driveway and garage do not meet the minimum parking requirements for disabled persons.

The City Council has adopted a policy which is used to evaluate requests for disabled persons parking spaces. The City Council Disabled Persons Parking Policy requirements for "Special Hardship" cases are as follows:

1. Applicant (or guardian) must be in possession of valid license plates or placard for "disabled persons" or "disabled veterans". *This condition is met.*
2. The proposed disabled parking space must be in front (or side if on a corner lot) of the applicant's (or guardian's) place of residence. *This condition is met.*
3. The residence must not have useable off-street parking available or an off-street space available that may be converted into disabled parking. *This condition is met.*

It shall be noted that disabled persons parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates or placards may park in handicap spaces.

STAFF RECOMMENDATION:

Since all three conditions of the City Council Disabled Persons Parking Policy for "Special Hardship" cases are met, staff recommends the installation of a blue curb disabled persons parking space with signage in front of the residence at 318 F Avenue.

ATTACHMENTS:

1. Disabled Persons Parking Request Form and Placard
2. Public Notice
3. Location Map
4. Photos
5. City Council Disabled Persons Parking Policy

2018-26

REQUEST FOR BLUE CURB DISABLED PERSONS PARKING SPACE

NAME OF DISABLED PERSON:

RONALD J Aho

NAME OF REPRESENTATIVE FOR DISABLED PERSON (if different from above):

ADDRESS:

318 F Ave

EMAIL:

PHONE NUMBER:

Please answer the following questions, which will assist Engineering staff, the Traffic Safety Committee, and your City Council in determining if you are qualified to have a blue curb disabled persons parking space placed in front of your residence. Please be informed that all blue curb parking spaces are considered public parking. Therefore, any registered vehicle in possession of a disabled persons placard or license plate is legally allowed to park in the blue curb space for up to 72 continuous hours.

- 1) Do you possess a valid disabled person's placard issued by the California Department of Motor Vehicles (DMV)?

☒ YES☐ NO

If YES, please include a copy of the placard, which contains your name, address, placard number, and expiration date.

- 2) Does your residence have a garage?

☒ YES☐ NO

If YES, is the garage large enough to park a vehicle (minimum of 20' x 12')?

☐ YES☒ NO

- 3) Does your residence have a driveway?

☒ YES☐ NO

If YES, a) Is the driveway large enough to park a vehicle? (minimum of 20' x 12')

☐ YES☒ NO

b) Is the driveway level?

☐ YES☒ NO

c) Is the driveway sloped/inclined?

☒ YES☐ NO

- 4) Please write any additional comments here (optional).

TOO MANY CARS ON BLOCK, FULL DAILY,

DEPARTMENT OF MOTOR VEHICLES**PLACARD NUMBER:****EXPIRES: 06/30/2019****DATE ISSUED:***A Public Service Agency***DISABLED PERSON
PLACARD IDENTIFICATION
CARD/RECEIPT**

This identification card or facsimile copy is to be carried by the placard owner. Present it to any peace officer upon demand. Immediately notify DMV by mail of any change of address. When parking, hang the placard from the rear view mirror, remove it from the mirror when driving.

**When your placard is properly displayed,
you may park in or on:**

- * Disabled person parking spaces (blue zones)
- * Street metered zones without paying.
- * Green zones without restrictions to time limits.
- * Streets where preferential parking privileges are given to residents and merchants.

You may not park in or on:

- Red, Yellow, White or Tow Away Zones.
- * Crosshatch marked spaces next to disabled person parking spaces.

It is considered misuse to:

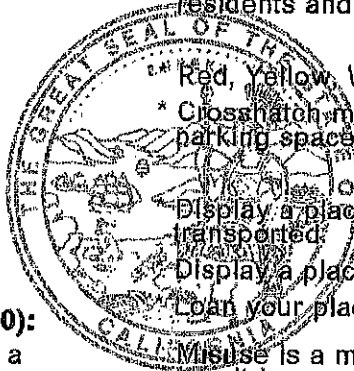
- Display a placard unless the disabled owner is being transported.
- Display a placard which has been cancelled or revoked.
- Loan your placard to anyone, including family members.

Misuse is a misdemeanor (section 4461VC) and can result in cancellation or revocation of the placard, loss of parking privileges, and/or fines.

TYPE:**TV:****CO:****DOB:****ISSUED TO**

AHO RONALD JAMES
318 F AVE

NATIONAL CITY CA 91950

**Purchase of fuel****(Business & Professions Code 13660):**

State law requires service stations to refuel a disabled person's vehicle at self-service rates, except self-service facilities with only one cashier.

016
DPP000 Rev(4/10)



September 12, 2018

Resident/Property Owner

Subject: TRAFFIC SAFETY COMMITTEE (TSC) ITEM NO. 2018-26

**REQUEST TO INSTALL BLUE CURB DISABLED PERSONS PARKING
SPACE WITH SIGNAGE IN FRONT OF THE RESIDENCE LOCATED ON
318 F AVENUE**

Dear Sir/Madame:

The City of National City would like to invite you to our next public Traffic Safety Committee Meeting scheduled for **Wednesday, September 19, 2018, at 1:00 P.M.** in the 2nd Floor Large Conference Room of the Civic Center Building, 1243 National City Boulevard, to discuss the above-referenced item.

The City Hall is ADA compliance. Please note that there are two disabled persons parking spaces in front of City Hall on the east side of National City that provide direct access on the 2nd Floor of City Hall via a pedestrian bridge.

If you have any questions, comments, and/or concerns, please contact the Engineering Department at 619-336-4380 and reference Traffic Safety Committee Item Number 2018-26.

Sincerely,

Stephen Manganiello
City Engineer

SM:ch

Enclosure: Location Map

2018-26

Location Map with Recommended Enhancements (TSC Item: 2018-26)





Location of proposed blue curb disabled persons parking space in front of 318 F Avenue (looking south)



Location of proposed blue curb disabled persons parking space in front of 318 F Avenue (looking north)

DISABLED PERSONS PARKING POLICY

The purpose of a disabled persons parking zone is to provide designated parking spaces at major points of assembly for the exclusive use of physically disabled persons whose vehicle displays a distinguishing license plate as authorized by the California Department of Motor Vehicles.

The City Council may upon recommendation of the City Engineer, designate specially marked and posted on-street parking spaces for disabled persons pursuant to California Vehicle Code 21101, et seq. at the following facilities:

1. Government buildings serving the public such as administration buildings, public employment offices, public libraries, police stations, etc.
2. Hospitals and convalescent homes with more than 75-bed capacity.
3. Medical facilities and doctors' offices staffed by a maximum of five practitioners. Zones shall be located to serve a maximum number of facilities on one block.
4. Community service facilities such as senior citizens service centers, etc.
5. Accredited vocational training and educational facilities where no off-street parking is provided for disabled persons.
6. Employment offices for major enterprises employing more than 200 persons.
7. Public recreational facilities including municipal swimming pools, recreation halls, museums, etc.
8. Public theaters, auditoriums, meeting halls, arenas, stadiums with more than 300 seating capacity.
9. Other places of assembly such as schools and churches.
10. Commercial and/or office building(s) with an aggregate of more than 50,000 square feet of usable floor space. Zone shall be located to serve a maximum number of facilities on one block.
11. Hotels catering to daily guests, maintaining a ground floor lobby and a switchboard that is operated 24 hours per day.

12. A hotel or apartment house catering to weekly or monthly guests and containing more than 30 separate living units.

In addition, disabled persons parking spaces may be provided within all publicly owned, leased or controlled off-street parking facilities as specified in the General Requirements.

General Requirements

Each disabled persons parking space shall be indicated by blue paint and a sign (white on blue) showing the international symbol of accessibility (a profile view of a wheelchair with occupant).

Where installed under the above criteria the total number of disabled persons curb parking spaces will be limited to 3% of the total number of on-street parking spaces available in the area and shall be distributed uniformly within the area.

Disabled persons parking will not be installed at locations with a full-time parking prohibition. When a disabled persons parking zone is installed where a part-time parking prohibition is in effect, the disabled persons parking zone will have the same time restrictions as the part-time parking prohibition.

The cost of installing disabled persons parking will be assumed by the City on public streets and public off-street parking facilities.

In establishing on-street parking facilities for the disabled there shall be a reasonable determination made that the need is of an on-going nature. The intent is to prevent the proliferation of special parking stalls that may be installed for a short-term purpose but later are seldom used. Unjustified installation of such parking stalls unnecessarily increases the City's maintenance and operations costs, reduce available on-street parking for the general public, and detract from the overall effectiveness of the disabled persons parking program.

Special Hardship Cases

It is not the intention of the City to provide personal reserved parking on the public right-of-way, especially in residential areas. However, exceptions may be made, in special hardship cases, provided all of the following conditions exists:

- (1) Applicant (or guardian) must be in possession of valid license plates for "disabled persons" or "disabled veterans."
- (2) The proposed disabled parking space must be in front of the applicant's (or guardian's) place of residence.

- (3) Subject residence must not have useable off-street parking available or off-street space available that may be converted into disabled parking.

NOTE: It must be emphasized that such parking spaces do not constitute "personal reserved parking" and that any person with valid "disabled persons" license plates may park in the above stalls.

Jha:p

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City: 1) authorizing the acceptance of the County of San Diego's Community Enhancement Program grant funds of \$10,000 for the special event "A Kimball Holiday and Tree Lighting Ceremony", with no matching funds required; 2) authorizing the City Manager to execute an agreement between the City of National City and the County of San Diego to receive FY19 Community Enhancement Program grant funds; 3) and authorizing the establishment of a Reimbursable Grants Citywide Fund appropriation of \$10,000 and corresponding revenue budget. (Community Services)

Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.:

ITEM TITLE:

Resolution of the City Council of the City of National City, 1) authorizing the acceptance of the County of San Diego's Community Enhancement Program grant funds of \$10,000 for the special event "A Kimball Holiday and Tree Lighting Ceremony", with no matching funds required; 2) authorizing the City Manager to execute an agreement between the City of National City and the County of San Diego to receive FY19 Community Enhancement Program grant funds; 3) and authorizing the establishment of a Reimbursable Grants Citywide Fund appropriation of \$10,000 and corresponding revenue budget.

PREPARED BY: Audrey Denham

PHONE: 619-336-4243

DEPARTMENT: Community Services

APPROVED BY: 

EXPLANATION:

In February 2018, Community Services staff applied for the County of San Diego's Community Enhancement Program Grant to support the City's annual special event "A Kimball Holiday and Tree Lighting Ceremony". The Community Enhancement Program is funded by a set percent of Transient Occupancy Tax revenues. The goal of the Community Enhancement Program is to stimulate tourism, promote the economy, create jobs, or provide a better quality of life. In June 2018, the City was awarded \$10,000 in grant funds for "A Kimball Holiday and Tree Lighting Ceremony". Activities made possible by the Community Enhancement Program Grant include: a snow hill, miniature train ride, a Reindeer Dash fun run, arts and crafts for youth, and additional holiday décor. The City also received \$10,000 in grant funds from the Community Enhancement Program in FY18.

FINANCIAL STATEMENT:

ACCOUNT NO.

282-00000-3474 (Reimbursable Grants Citywide Fund county grants account) - \$10,000.00

282-441-340-264-0000 (Reimbursable Grants Citywide Fund promotional materials account) - \$10,000.00

No financial impact on the City's General Fund budget.

APPROVED: 

FINANCE

APPROVED:

MIS

ENVIRONMENTAL REVIEW:

This is not a project and, therefore, not subject to environmental review.

ORDINANCE: **INTRODUCTION** ☐ **FINAL ADOPTION** ☐

STAFF RECOMMENDATION:

Adopt the Resolution 1) authorizing the acceptance of the County of San Diego's Community Enhancement Program grant funds of \$10,000; 2) authorizing the City Manager to execute an agreement between the City of National City and the County of San Diego; 3) and authorizing the establishment of a Reimbursable Grants Citywide Fund appropriation of \$10,000 and corresponding revenue budget.

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

1. Grant Agreement
2. Resolution

P – 1001836
O – 12900
E – 53666
T – 001
A – 100122
Supplier # – 1114069

**COMMUNITY ENHANCEMENT PROGRAM
GRANT AGREEMENT BETWEEN
THE COUNTY OF SAN DIEGO
AND City of National City**

This Grant Agreement is entered into between the County of San Diego, a political subdivision of the State of California (County), and City of National City, a Non-Profit Corporation (Grantee) on _____.

WHEREAS during the 1982-83 fiscal year, the San Diego County Board of Supervisors established the Community Enhancement program; and

WHEREAS, pursuant to Board of Supervisors Policy B-58, the purpose of this Program is to provide funds to nonprofit and/or tax exempt organizations that stimulate tourism, promote the economy, create jobs, and improve the quality of life throughout San Diego County; and

WHEREAS, the County funds this program primarily with the County's Transient Occupancy Tax; and

WHEREAS, on 6/26/2018 (12), the Board of Supervisors allocated the grant funding set forth in this Agreement for the purpose described in this Agreement.

NOW, THEREFORE, the parties agree as follows:

1. **Amount of Grant.** The County agrees to pay Grantee the amount of \$10,000.00. Under no circumstances is County obligated to pay Grantee more than this amount. County shall pay Grantee after County receives a signed copy of this Agreement from Grantee.
2. **Purpose of Grant.** Grantee shall use the grant funds provided by County under this Agreement solely for the following purpose: **A Kimball Holiday & Tree Lighting Celebration.**
3. **Term of Agreement.** The term of this Agreement shall be July 1, 2018 through June 30, 2019.
4. **Time Period for Use of Grant Funds and Documentation of Expenditures.**
 - (a) **Grantee shall spend all grant funds provided by the County for the purposes specified in Paragraph 2 before the end of the Term of Agreement.**
 - (b) **Grantee shall complete Documentation of Contract Costs report setting forth Grantee's total actual expenditures of the grant funds provided under this Agreement. Grantee shall submit this documentation to the County's administrator promptly after spending the grant funds, but in no event later than 30 days after the end of the Term of Agreement specified above. If the parties agree to extend the Term of Agreement, Grantee shall submit this expenditure documentation not later than 30 days after the end of the extended Term.**
 - (c) Grantee shall retain copies of all receipts, invoices, cash register tapes and other direct evidence of the expenditure of funds for which grant funds are used for the duration of the audit period specified in Paragraph 8.
 - (d) If the County's administrator:
 - (i) determines that the Grantee failed to spend all of the grant funds

- (ii) disallows any expenditure by Grantee;
- (iii) determines that the grant funds provided exceed Grantee's total actual expenditures authorized under this Agreement; or
- (iv) grant funds were used in a manner contrary to Paragraphs 2 or 5

Grantee shall refund to the County the amount specified by the County's administrator. Grantee shall make this refund within 7 County business days after receiving a written request for refund from the County's administrator. In its sole discretion, the County may offset the refund amount from any payment due to or to become due to Grantee under this Agreement or any other agreement with the County.

- (e) **If Grantee fails to provide the required documentation of expenditures as required in Subparagraph (b) and (c) above, the County's administrator may request Grantee to refund to the County all or any portion of the grant funds provided under this Agreement. Within 7 County business days of receipt of a written request for a refund, Grantee shall refund to the County the amount specified by the County's administrator.**
- (f) If Grantee incurs expenses before the County pays the grant under this Agreement, the County will reimburse Grantee in an amount not to exceed the amount specified in Paragraph 1 upon submission of documentation to County's administrator setting forth Grantee's actual expenditures for the purpose specified in Paragraph 2 and approval of the documentation by County's administrator.

5. Restrictions on use of grant funds.

- (a) Grant funds shall not be used for any purpose prohibited by laws governing the use of public funds including, but not limited to, religious purposes, political campaigning, or purely private purposes or activities.
- (i) If Grantee provides or participates in any activity for which public funds may not be used, such as religious activities, Grantee shall inform the County of this activity before accepting any grant funds. Grantee shall ensure that no grant funds awarded pursuant to the Agreement are used to support in any manner said activity.
- (b) Grantee shall not spend any grant funds on food or beverages.
- (c) Grantee shall not donate any grant funds to a third party.
- (d) Grantee may not include in its Documentation of Grant Expenditures report under this Agreement any expenditures for which Grantee has received or is or will be claiming funding from any other source.
- (e) Grantee shall not assign or transfer any interest in this Agreement (whether by assignment or novation), without the prior written consent of the County.
- (f) Grantee shall comply with Board Policy B-58.
- (g) Grantee's failure to comply with any provision in Paragraph 5 shall constitute a material breach of this Agreement.

6. Administrator of Agreement. The Office of Financial Planning in the Auditor and Controller's Office shall administer this Agreement on behalf of the County, and Elyana Delgado at (619) 336-4352 shall administer it on behalf of Grantee. County and Grantee may from time to time designate a different administrator by providing notice in the manner required by Paragraph 7.

7. Notice. All communications from Grantee to the County shall be sent to the Chief Financial Officer as listed below. Any notice or notices or other documentation required or permitted to be given pursuant to this Agreement may be personally served on the other party by the party giving such notice, or may be served by certified mail, postage prepaid, return receipt requested, to the following addresses:

County: Chief Financial Officer
Office of Financial Planning
County of San Diego
1600 Pacific Highway Room 352
San Diego, CA 92101

Grantee: City of National City
City of National City National City branch
140 E. 12th Street, Suite B
National City, CA 91950

Notices that are personally served shall be deemed delivered on the date served. Notices sent by certified mail shall be deemed delivered 5 County business days after mailing. County and Grantee may from time to time designate a new address for providing notice by providing notice of the new address in accordance with this Paragraph.

8. **Audit and Inspection of Records.** At any time during normal business hours and as often as the County may deem necessary, the Grantee shall make available, within 5 County business days of the receipt of a request, to the County for examination all of its records with respect to all matters covered by this Agreement and will permit the County to audit, examine and make excerpts or transcripts from such records, and make audits of all invoices, materials, payrolls, records of personnel and other data relating to all matters covered by this Agreement. Unless otherwise specified by the County, said records shall be made available for examination within San Diego County, California. Grantee shall maintain such records in an accessible location and condition for a period of not less than 4 years following receipt of final payment under this Agreement unless County agrees in writing to an earlier disposition. The State of California or any Federal agency having an interest in the subject of this Agreement shall have the same rights conferred upon County by this Agreement.
9. **Termination of Agreement for Cause.** If Grantee fails to perform its obligations according to this Agreement, the County may send Grantee a written notice of default that specifies the nature of the default. Grantee shall cure the default within 3 County business days following receipt of the notice of default. If Grantee fails to cure the default within that time, the County may terminate this Agreement by giving Grantee written notice of immediate termination. Upon termination, Grantee shall promptly provide County's administrator with Documentation of Grant Expenditures setting forth Grantee's total actual expenditures for the purpose of the grant as of the effective date of termination. Grantee shall promptly refund to County all funds County paid to Grantee under this Agreement that exceed Grantee's total actual expenditures for the purpose of the grant, as determined by County's administrator, as of the effective date of termination. The County may also seek any and all legal and equitable remedies against Grantee for breaching this Agreement.
10. **Termination for Convenience of County.** County may terminate this Agreement at any time by giving written notice to Grantee of such termination and specifying the effective date thereof at least 30 County business days before the effective date of such termination. On or before the date of termination, Grantee shall provide County's administrator with Documentation of Grant Expenditures setting forth Grantee's total actual expenditures for the purpose of the grant as of the effective date of termination. Grantee shall promptly refund to County all funds County paid to Grantee under this Agreement that exceed Grantee's total actual expenditures for the purpose of the grant, as determined by County's administrator, as of the effective date of termination.
11. **Termination for Convenience of Grantee.** Grantee may terminate this Agreement at any time by giving written notice to County's administrator of such termination and specifying the effective date thereof at least 60 County business days before the effective date of such termination. On or before the date of termination, Grantee shall provide County's administrator with Documentation of Grant Expenditures setting forth Grantee's total actual expenditures for the purpose of the grant as of the effective date of termination. Grantee shall promptly refund to County all funds County paid to Grantee under this Agreement that exceed Grantee's total actual expenditure for the purpose of the grant, as determined by County's administrator, as of the effective date of termination.

12. **Interest of Grantee.** Grantee covenants that Grantee presently has no interest, including, but not limited to, other projects or independent contracts, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with Grantee's completing the purpose of the grant as specified in Paragraph 2. Grantee further covenants that in the performance of this Agreement, no person having any such interest shall be employed or retained by Grantee.
13. **Publication, Reproduction and Use of Material.** No material produced, in whole or in part, under this Agreement shall be subject to copyright in the United States or in any other Country. The County shall have unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data or other materials prepared under this Agreement.
14. **Insurance.** Grantee shall maintain such insurance as will fully protect both Grantee and County from any or all claims under any workers' compensation act or employer's liability laws, and from any and all claims of whatsoever kind or nature for the damage to property or for bodily injury, including death, made by anyone whomsoever which may arise from operations carried on under this Agreement, either by Grantee or by anyone directly or indirectly engaged or employed by Grantee. Grantee shall exonerate, indemnify and hold harmless County from and against, and shall assume full responsibility for payment of all federal, state and local taxes or contributions imposed or required under unemployment insurance, social security and income tax laws with respect to Grantee and Grantee's employees engaged in performance of this Agreement. County and its agents and employees shall not be, or be held, liable for any liabilities, penalties, or forfeitures, or for any damage to the goods, properties, or effects of Grantee.
15. **Independent Capacity.** In the performance of this Agreement, Grantee and its agents, employees and volunteers shall act in an independent capacity and not as officers, employees, agents or volunteers of the County. This Agreement does not create an employment relationship between Grantee and the County.
16. **Equal Opportunity.** Grantee will not discriminate against any employee, or against any applicant for such employment because of age, race, color, religion, physical handicap, ancestry, sex, or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
17. **Defense and Indemnity.** County shall not be liable for, and Grantee shall defend and indemnify County and its officers, agents, employees and volunteers (collective, "County Parties") against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorneys' fees and court costs (collectively, "Claims"), which arise out of or are in any way connected to County's provision of funds and/or Grantee's use of County funds under this Agreement arising either directly or indirectly from any act, error, omission or negligence of Grantee or its officers, employees, agents, contractors, licensees or servants, including without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive, of County Parties. Grantee shall have no obligation; however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties.
18. **Governing Law.** This Agreement shall be construed and interpreted according to the laws of the State of California.
19. **Complete Agreement.** This Agreement constitutes the entire agreement between Grantee and County regarding the subject matter contained herein. All other representations, oral or written, are superseded by this Agreement. Neither party is relying on any representation outside of this Agreement. This Agreement may be changed only by written amendment signed by both parties.
20. **Waiver.** The failure of either party to enforce any term, covenant or condition of this Agreement shall not be construed as a waiver of that party's right to subsequently enforce this, or any other term, covenant or condition of this Agreement. No waiver shall be deemed effective unless the waiver is expressly stated in writing and signed by the party waiving the right or benefit.
21. **Consultation with Counsel.** Each party has had the opportunity to consult with independent legal counsel of its own choosing before executing this Agreement and has executed this Agreement without fraud, duress, or undue influence of any kind.

22. **Interpretation.** The provisions of this Agreement shall be liberally construed to effectuate its purpose. The language of all parts of this Agreement shall be construed simply according to its plain meaning and shall not be construed for or against either party.
23. **Corporation Qualified to Do Business in California.** If Grantee is a corporation, Grantee warrants that it is a corporation in good standing and is currently authorized to do business in California.
24. **Terms and Conditions Survive Expiration of Term of Agreement.** Unless otherwise specified herein, all terms and conditions of this Agreement shall survive the expiration of the Term of Agreement specified in Paragraph 3 above.
25. **Remedies.** Unless otherwise expressly provided herein, the rights and remedies in this Agreement are in addition to, and not a limitation on, other rights and remedies under this Agreement, at law or in equity, and exercise of one right or remedy shall not be deemed a waiver of any other right or remedy.
26. **Prevailing Wage.** Unless exempted by applicable law (e.g., Labor Code § 1720.4), projects using over \$1,000 of grant funds for construction, alteration, demolition, installation, repair, refuse and ready mix concrete hauling, maintenance work, or any other work for which prevailing wages must be paid by Labor Code § 1720 et seq. shall be deemed a "public work" for prevailing wage purposes. It is not the intent of this Agreement to impose an obligation to pay prevailing wages on work otherwise exempt from the State's prevailing wage laws. Grantee shall be solely responsible for ensuring prevailing wages are paid when owed.

Projects subject to the payment of prevailing wages are subject to compliance monitoring and enforcement by the Department of Industrial Relations. Grantee shall be responsible for ensuring all required job site postings and all certified payroll and other reporting applicable to it as an awarding body are completed in accordance with the State's prevailing wage regulations. Information regarding the State's prevailing wage requirements can be obtained from the Director, Department of Industrial Relations at www.dir.ca.gov, Labor Code § 1720, et seq., and 8 Cal. Code of Regs. § 16000, et seq.

WHEREFORE, the parties execute this Agreement on the date first written above.

COUNTY OF SAN DIEGO

GRANTEE

By: _____
Deputy Chief Administrative Officer/Auditor
and Controller
or Designated Representative

Ebony N. Shelton, Director
Office of Financial Planning

By: _____ Date _____
Authorized signatory

Print name and title

[Note: Person signing on behalf of Grantee must be authorized by Grantee's Board of Directors to sign this Agreement and must be same person Grantee listed in its funding application as being authorized to sign.]

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The following page(s) contain the backup material for Agenda Item: Temporary Use Permit - Harvest Fest hosted by Cornerstone Church of San Diego at 1914 Sweetwater Road on October 31, 2018 from 6:00 p.m. to 9:00 p.m. with no waiver of fees.

(Neighborhood Services)

Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO. |

ITEM TITLE:

Temporary Use Permit – Harvest Fest hosted by Cornerstone Church of San Diego at 1914 Sweetwater Road on October 31, 2018 from 6 p.m. to 9 p.m. with no waiver of fees.

PREPARED BY: Dionisia Trejo

DEPARTMENT: Neighborhood Services Department

PHONE: (619) 336-4255

APPROVED BY: 

EXPLANATION:

This is a request from Cornerstone Church of San Diego to conduct a Harvest Festival at 1914 Sweetwater Road on October 31, 2018 from 6 p.m. to 9 p.m. Set up for the event will commence at 7:00 a.m. on the day of the event. This event will include live Christian music, trunk or treat, inflatable bouncer slides, face painting, game booths, food booths and eating areas with tables and chairs.

The Applicant will provide their own stage and audio equipment for this event.

Note: This will mark the 14th Annual Harvest Festival event by Cornerstone Church of San Diego.

FINANCIAL STATEMENT:

APPROVED: _____ **Finance**

ACCOUNT NO.

APPROVED: _____ **MIS**

City fee of \$237.00 for processing the TUP through various City departments and \$500.00 for the Fire Inspection.

Total Fees \$737.00

ENVIRONMENTAL REVIEW:

N/A

ORDINANCE: INTRODUCTION: ☐ **FINAL ADOPTION:** ☐

STAFF RECOMMENDATION:

Approve the Application for a Temporary Use Permit subject to compliance with all conditions of approval with no waiver of fees or in accordance to City Council Policy 802.

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

Application for a Temporary Use Permit with recommended approvals and conditions of approval.



City of National City ■ Neighborhood Services Department
1243 National City Boulevard ■ National City, CA 91950
(619) 336-4364 ■ fax (619) 336-4217
www.nationalcityca.gov

Special Event Application

Type of Event

- ☒ Fair/Festival ☐ Parade/March ☐ Walk or Run ☐ Concert/Performance
☐ TUP ☐ Sporting Event ☐ Other (specify) _____

Event Name & Location

Event Title Harvest Fest

Event Location (list all sites being requested) Cornerstone Church of San Diego

Event Times

Set-Up Starts
Date 10/31/18 Time 7:00am Day of Week Wednesday

Event Starts
Date 10/31/18 Time 6:00pm Day of Week Wednesday

Event Ends
Date 10/31/18 Time 9:00pm Day of Week Wednesday

Breakdown Ends
Date 10/31/18 Time 11:00pm Day of Week Wednesday

RECEIVED

SEP 19 2018

Neighborhood Services Department
City of National City

RECEIVED

9/19/18 JRV

Neighborhood Services Department
City of National City

Applicant Information

Applicant (Your name) Shannon Bryant Sponsoring Organization Cornerstone Church

Event Coordinator (if different from applicant) N/A

Mailing Address 1914 Sweetwater Rd National City 91950

Day Phone 619-425-9333 After Hours Phone 619-841-8082 Cell _____ Fax _____

Public Information Phone 619-425-9333 E-mail shannon@turningthehearts.com

Applicant agrees to investigate, defend, indemnify and hold harmless the City, its officers, employees and agents from and against any and all loss, damage, liability, claims, demands, detriments, costs, charges, expense (including attorney's fees) and causes of action of any character which the City, its officers, employees and agents may incur, sustain or be subjected to on account of loss or damage to property or the loss of use thereof and for bodily injury to or death of any persons (including but not limited to the employees, subcontractors, agents and invitees of each party hereto) arising out of or in any way connected to the occupancy, enjoyment and use of any City premises under this agreement to the extent permitted by law.

Applicant understands this TUP/special event may implicate fees for City services, which will have to be paid in the City's Finance Department 48 hours prior to the event set-up. The undersigned also understands and accepts the City's refund policy for application processing and facility use and that fees and charges are adjusted annually and are subject to change.

Signature of Applicant: Shannon Bryant Digitally signed by Shannon Bryant
Date: 2017.02.15 11:36:48 -08'00' Date 9/19/18

[Signature] 9/19/18

Special Event Application (continued)

Please complete the following sections with as much detail as possible since fees and requirements are based on the information you provide us.

Fees/Proceeds/Reporting

Is your organization a "Tax Exempt, nonprofit" organization? Yes ☒ No ☐

Are admission, entry, vendor or participant fees required? Yes ☐ No ☒

If YES, please explain the purpose and provide amount (s):

\$ 0 Estimated Gross Receipts including ticket, product and sponsorship sales from this event.

\$ 15,000 Estimated Expenses for this event.

\$ 0 What is the projected amount of revenue that the Nonprofit Organization will receive as a result of this event?

Description of Event

☐ First time event ☒ Returning Event ☐ include site map with application

Note that this description may be published in our City Public Special Events Calendar:

Annual Harvest Fest celebration. Face painting, music and fun for kids. Also jumpers and trunk or treat

Eating areas with tables and chairs. Free games provided.

Estimated Attendance

Anticipated # of Participants: 1500 Anticipated # of Spectators: 1000

Traffic Control, Security, First Aid and Accessibility

Requesting to close street(s) to vehicular traffic? Yes ☐ No ☒

List any streets requiring closure as a result of the event (provide map): _____

Date and time of street closure: _____ Date and time of street reopening: _____

☐ Other (explain) _____

Requesting to post "no parking" notices? Yes ☐ No ☒

☐ Requested "No Parking" on city streets and/or parking lots (list streets/parking lots) (provide map): _____

☐ Other (explain) _____

Security and Crowd Control

Depending on the number of participants, your event may require Police services.

Please describe your procedures for both Crowd Control and Internal Security: Cornerstone Church
security and traffic ministries.

Have you hired Professional Security to handle security arrangements for this event?

Yes ☐ No ☒ If YES, name and address of Security Organization _____

Security Director (Name): _____ Phone: _____

If using the services of a professional security firm AND the event will occur on City property, please provide a copy of its insurance certificate, evidencing liability with limits of at least \$1 Million dollars per occurrence/\$2 Million dollars aggregate, as well as and additional insured endorsement naming the City of National City, its officers, employees, and agents as additional insureds. Evidence of insurance must be provided by the vendor or its insurer to the City's Risk Manager for review and approval prior to the event.

Is this a night event? Yes ☒ No ☐ If YES, please state how the event and surrounding area will be illuminated to ensure safety of the participants and spectators: Tower lights will be rented

First Aid

Depending on the number of participants, your event may require specific First Aid services.

First aid station to be staffed by event staff? Yes ☒ No ☐ First aid/CPR certified? Yes ☒ No ☐

☐ First aid station to be staffed by professional company. ► Company _____

Accessibility

Please describe your Accessibility Plan for access at your event by individuals with disabilities:

Event will be held on our property which meets ADA standards. Facility restrooms will be used.

Elements of your Event

Setting up a stage? Yes ☒ No ☐

☐ Requesting City's PA system

☐ Requesting City Stage; if yes, which size? ☐ Dimensions (13x28) ☐ Dimensions (20x28)

☒ Applicant providing own stage ► 20x28 (Dimensions)

Setting up canopies or tents?

10 # of canopies size 10X10

of tents size

☐ No canopies/tents being set up

Setting up tables and chairs?

☒ Furnished by Applicant or Contractor

20 # of tables ☐ No tables being set up

300 # of chairs ☐ No chairs being set up

☐ (For City Use Only) Sponsored Events – Does not apply to co-sponsored events

of tables ☐ No tables being set up

of chairs ☐ No chairs being set up

Contractor Name _____

Contractor Contact Information _____
Address City/State Phone Number

Setting up other equipment?

☐ Sporting Equipment (explain) _____

☐ Other (explain) _____

☒ Not setting up any equipment listed above at event

Having amplified sound and/or music? Yes ☒ No ☐

☒ PA System for announcements ☒ CD player or DJ music

☒ Live Music ▶ ☒ Small 4-5 piece live band ▶ ☐ Large 6+ piece live band

☐ Other (explain) _____

If using live music or a DJ. ▶ Contractor Name Cornerstone Worship Ministry
▶ 1914 Sweetwater Rode National City, CA 619-425-9333
Address City/State Phone Number

Using lighting equipment at your event? Yes ☒ No ☐

☒ Bringing in own lighting equipment

☐ Using professional lighting company ▶ Company Name _____

Address City/State Phone Number

Using electrical power? Yes ☒ No ☐

☒ Using on-site electricity ☒ For sound and/or lighting ☐ For food and/or refrigeration

☒ Bringing in generator(s) ☒ For sound and/or lighting ☐ For food and/or refrigeration

Vendor Information

PLEASE NOTE: You may be required to apply for a temporary health permit if food or beverages are sold or given away during your special event. Also see 'Permits and Compliance' on page 8 in the Special Event Guide. For additional information on obtaining a temporary health permit, please contact the County of San Diego Environmental Health at (619) 338-2363.

Having food and non-alcoholic beverages at your event? Yes ☒ No ☐

☐ Vendors preparing food on-site ▶ # _____ ▶ Business License # _____

If yes, please describe how food will be served and/or prepared: _____

If you intend to cook food in the event area please specify the method:

☒ GAS ☐ ELECTRIC ☒ CHARCOAL ☐ OTHER (Specify): _____

☐ Vendors bringing pre-packaged food ▶ # ¹ _____ ▶ Business License # _____

☐ Vendors bringing bottled, non-alcoholic beverages (i.e., bottled water, can soda, etc.) ▶ # _____

☐ Vendors selling food # _____ ▶ Business License #(s) _____

☐ Vendors selling merchandise # _____ ▶ Business License #(s) _____

☒ Food/beverages to be handled by organization; no outside vendors

☐ Vendors selling services # _____ ▶ Business License #(s) _____

▶ Explain services _____

☐ Vendors passing out information only (no business license needed) # _____

▶ Explain type(s) of information _____

☐ No selling or informational vendors at event

Having children activities? Yes ☒ No ☐

PLEASE NOTE: In the event inflatable jumps are provided at the event, The City of National City requires commercial liability insurance with limits of at least \$1 Million dollars per occurrence/\$2 Million dollars aggregate. In addition, the City of National City must be named as an Additional Insured pursuant to a separate endorsement, which shall be provided by the vendor or its insurer to the City's Risk Manager, along with the Certificate of Insurance, for approval prior to the event. The application should be filed out at least one week prior to the event. There is a \$25 fee to process the permit application. For questions or to obtain a copy of the "Facility Use Application", please contact the Engineering/Public Works Department at (619) 336-4580.

☒ Inflatable bouncer house # ³ _____ ☒ Rock climbing wall Height ^{32'} _____

☒ Inflatable bouncer slide # ⁴ _____ ☒ Arts & crafts (i.e., craft making, face painting, etc.)

☒ Other ^{2-3 child amusement rides} _____

Having fireworks or aerial display? Yes ☐ No ☒

☐ Vendor name and license # _____

Dimensions _____ Duration _____

Number of shells _____ Max. size _____

PLEASE NOTE: In the event fireworks or another aerial display is planned for your event, The City of National City requires commercial liability insurance with limits of at least \$2 Million dollars per occurrence/ \$4 Million dollars aggregate. In addition, the City of National City must be named as an Additional Insured pursuant to a separate endorsement, which shall be provided by the vendor or its insurer to the City's Risk Manager, along with the Certificate of Insurance, for approval prior to the event. Depending on the size and/or nature of the fireworks display, the City reserves the right to request higher liability limits. The vendor must also obtain a fireworks permit from the National City Fire Department and the cost is \$502.00.

Arranging for media coverage? Yes ☒ No ☐

☒ Yes, but media will not require special set-up

☐ Yes, media will require special set-up. Describe _____

Event Signage

PLEASE NOTE: For City sponsored or co-sponsored events, banners publicizing the event may be placed on the existing poles on the 1800 block and 3100 block of National City Boulevard. The banners must be made to the City's specifications. Please refer to the City's Special Event Guidebook and Fee Schedule for additional information.

Are you planning to have signage at your event? Yes ☒ No ☐

☒ Yes, we will post signage # ¹ _____ Dimensions ^{8x12} _____

☐ Yes, having inflatable signage # _____ ► (complete Inflatable Signage Request form)

☐ Yes, we will have banners # ² _____

☐ What will signs/banners say? Event title, activities, date and hours _____

☐ How will signs/banners be anchored or mounted? poles _____

Waste Management

PLEASE NOTE: One toilet for every 250 people is required, unless the applicant can show that there are sufficient facilities in the immediate area available to the public during the event.

Are you planning to provide portable restrooms at the event? Yes ☐ No ☒

If yes, please identify the following:

► Total number of portable toilets: _____

► Total number of ADA accessible portable toilets: _____

☐ Contracting with portable toilet vendor. ► _____

► Load-in Day & Time _____ Company _____ Phone _____
► Load-out Day & Time _____

☐ Portable toilets to be serviced. ► Time _____

Set-up, Breakdown, Clean-up

Setting up the day before the event?

☐ Yes, will set up the day before the event. ► # of set-up day(s) _____

☒ No, set-up will occur on the event day

Requesting vehicle access onto the turf?

☐ Yes, requesting access onto turf for set-up and breakdown (complete attached Vehicle Access Request form)

☒ No, vehicles will load/unload from nearby street or parking lot.

NPDES-Litter Fence

- ☐ City to install litter fence
- ☐ Applicant to install litter fence
- ☒ N/A

Breaking down set-up the day after the event?

- ☐ Yes, breakdown will be the day after the event. ► # of breakdown day(s) _____
- ☒ No, breakdown will occur on the event day.

How are you handling clean-up?

- ☐ Using City crews
- ☒ Using volunteer clean-up crew during and after event.
- ☐ Using professional cleaning company during and after event.

Miscellaneous

Please list anything important about your event not already asked on this application:

**Please make a copy of this application for your records.
We do not provide copies.**



Special Events

Pre-Event Storm Water Compliance Checklist

I. Special Event Information

Name of Special Event: Harvest Fest

Event Address: Cornerstone Church of San Diego Expected # of Attendees: 1500

Event Host/Coordinator: Shannon Bryant Phone Number: 619-425-9333

II. Storm Water Best Management Practices (BMPs) Review

	YES	NO	N/A
Will enough trash cans provided for the event? Provide number of trash bins: <u>15</u>	X		
Will enough recycling bins provided for the event? Provide number of recycle bins: <u>10</u>	X		
Will all portable toilets have secondary containment trays? (exceptions for ADA compliant portable toilets)			X
Do all storm drains have screens to temporarily protect trash and debris from entering?			X
Are spill cleanup kits readily available at designated spots?			X

* A Post-Event Storm Water Compliance Checklist will be completed by City Staff.

City of National City

PUBLIC PROPERTY USE HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

Persons requesting use of City property, facilities or personnel are required to provide a minimum of \$1,000,000 combined single limit insurance for bodily injury and property damage which includes the City, its officials, agents and employees named as additional insured and to sign the Hold Harmless Agreement. Certificate of insurance must be attached to this permit. The insurance company issuing the insurance policy must have a A.M. Best's Guide Rating of A:VII and that the insurance company is a California admitted company; if not, then the insurance policy to the issuance of the permit for the event. The Certificate Holder must reflect:

City of National City
Risk Management Department
1243 National City Boulevard
National City, CA 91950

Organization: Cornerstone Church of San Diego

Person in Charge of Activity: Shannon Bryant

Address: 1914 Sweetwater Road National City, CA. 91950

Telephone: 619 841 8082 ~~Date(s) of Use:~~

HOLD HARMLESS AGREEMENT

As a condition of the issuance of a temporary use permit to conduct its activities on public or private property, the undersigned hereby agree(s) to defend, indemnify and hold harmless the City of National City and the Parking Authority and its officers, employees and agents from and against any and all claims, demands, costs, losses, liability or, for any personal injury, death or property damage, or both, or any litigation and other liability, including attorneys fees and the costs of litigation, arising out of or related to the use of public property or the activity taken under the permit by the permittee or its agents, employees or contractors.

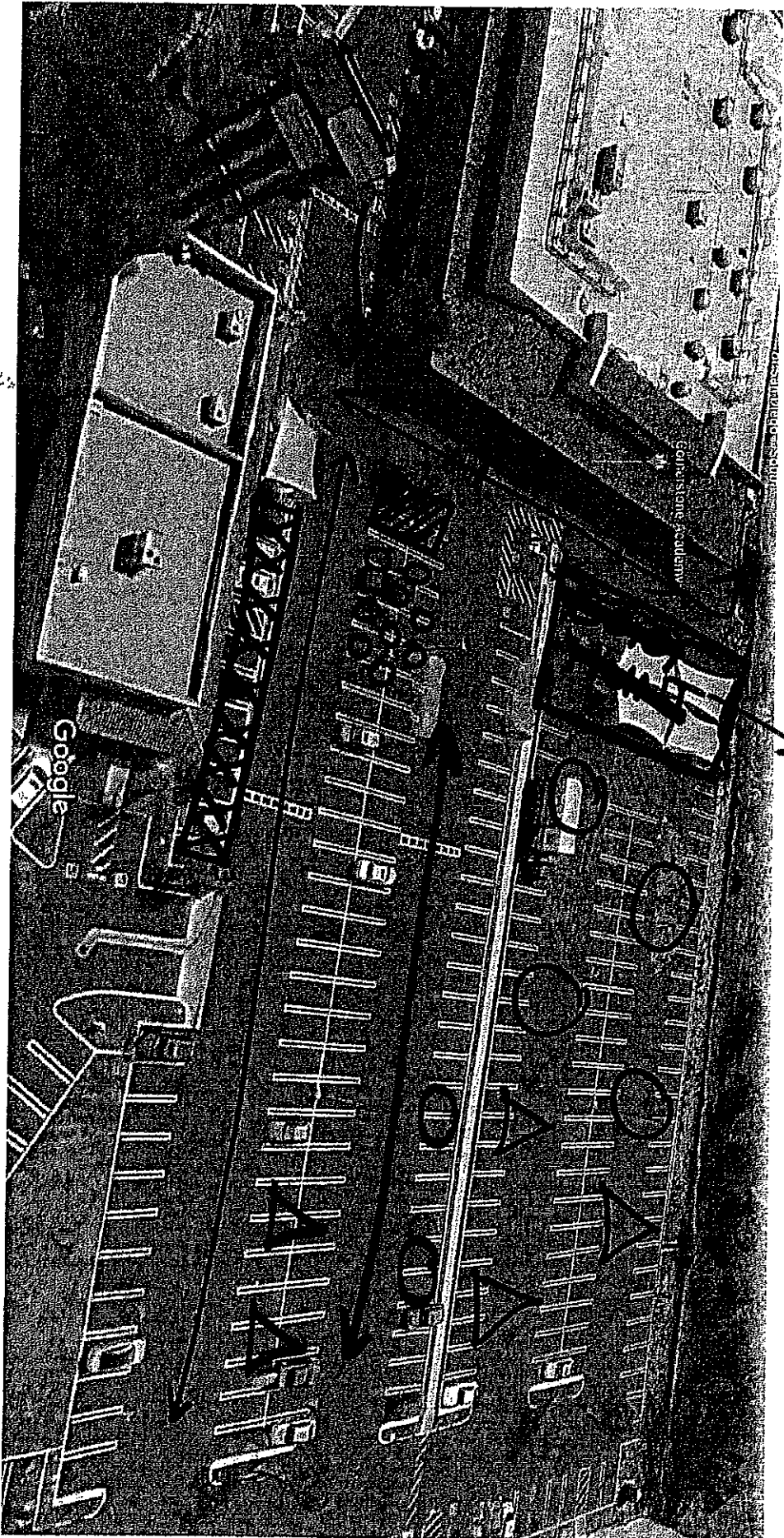
Signature of Applicant: Shannon Bryant Digitally signed by Shannon Bryant
Date: 2017.02.15 15:12:35 -08'00'

Official Title: Hospitality Dr. Date: 9/19/18

For Office Use Only

Certificate of Insurance Approved _____ Date _____

Games



O Inflatables

Δ Kiddie rides

XXXXX

Food area

▨ stage

OTables/chairs

↔ Fire lane/path

Imagery ©2018 Google, Map data ©2018 Google 20 ft

**CITY OF NATIONAL CITY
NEIGHBORHOOD SERVICES DEPARTMENT
APPLICATION FOR A TEMPORARY USE PERMIT
RECOMMENDATIONS AND CONDITIONS**

SPONSORING ORGANIZATION: **Cornerstone Church**
EVENT: **Harvest Fest**
DATE OF EVENT: **October 31, 2018**

APPROVALS:

DEVELOPMENT SERVICES	YES [x]	NO []	SEE CONDITIONS [x]
RISK MANAGER	YES [x]	NO []	SEE CONDITIONS [x]
PUBLIC WORKS	YES [x]	NO []	SEE CONDITIONS []
FINANCE	YES [x]	NO []	SEE CONDITIONS [x]
FIRE	YES [x]	NO []	SEE CONDITIONS [x]
POLICE	YES [x]	NO []	SEE CONDITIONS [x]
CITY ATTORNEY	YES [x]	NO []	SEE CONDITIONS [x]
COMMUNITY SERVICES	YES [x]	NO []	SEE CONDITIONS []
NEIGHBORHOOD SERVICES	YES [x]	NO []	SEE CONDITIONS [x]

CONDITIONS OF APPROVAL:

DEVELOPMENT SERVICES (619) 336-4318

Building

No comments

Planning

- Speakers shall face away from residential areas
- All activities shall comply with Table III of Title 12 (Noise) of the National City Municipal Code

Engineering

No comments

POLICE DEPARTMENT

The police department has no stipulations regarding this event. Patrol Officer may extra patrol as calls for service permit.

CITY ATTORNEY

Approved on condition that Risk Manager approves.

COMMUNITY SERVICES

No involvement

NEIGHBORHOOD SERVICES

Neighborhood Notifications – Events are required to notify residents and/or businesses of the surrounding impacted areas by the event. The notice shall include the name of the event, name and phone number of the company/organization producing the event, the dates and times of the event (including set-up and breakdown) and a detailed description of how the residents and/or businesses may be affected, such as by street closures, “No Parking” signs being posted, music at the event, etc.

RISK MANAGER (619) 336-4370

Risk Management has reviewed the above captioned application for the issuance of a Temporary Use Permit. In as much as the event will held solely on private property there will be no additional insurance requirements necessary for the issuance of the permit.

It should be noted that the Hold Harmless and Indemnification Agreement were properly executed by the applicant at the time the Special Event Application was submitted.

PUBLIC WORKS (619)366-4580

No involvement

FINANCE

Cornerstone has a current license. The TUP application states there will be no outside vendors for this event. Finance/Business License has no stipulations for this event

Inspection Required
If inspection is after 6pm a \$200 fee will be charged.
Carnivals and Fairs required a \$500 Permit.
Current total with inspection before 6pm is \$500.

Stipulations required by the Fire Department for this event are as follows:

- 1) Access to the area to be maintained at all times, entrances and emergency roadways.
- 2) Fire Department access into and through booth areas are to be maintained at all times. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet and an unobstructed vertical clearance of not less than 14 feet.
- 3) Fire Hydrants shall not be blocked or obstructed.
- 4) Participants on foot are to move immediately to the sidewalk upon approach of emergency vehicle(s).
- 5) Vehicles in roadway are to move immediately to the right upon approach of emergency vehicle(s).
- 6) Provide a 2A:10BC fire extinguisher at stage area. Extinguisher to be mounted in a visible location between 3½' to 5' from the floor to the top of the extinguisher. Maximum travel distance from an extinguisher shall not be more than 75 feet travel distance. *See Attached*
- 7) Internal combustion power sources that may be used for inflatables, shall be of adequate capacity to permit uninterrupted operation during normal operating hours. Refueling shall be conducted only when the ride is not in use.
- 8) Internal combustion power sources shall be isolated from contact with the public by either physical guards, fencing or an enclosure. Internal combustion power shall be at least **20** feet away stage area.
- 9) Any electrical power used is to be properly grounded and approved. Extension cords shall be used as "Temporary Wiring" only.
- 10) A fire safety inspection is to be conducted by the Fire Department prior to operations of the event to include all rides, cooking areas, game booths, etc.

- 11) If tents or canopies are used, the following information shall apply:
- Tents having an area from 0-200 square feet shall be \$200.00
 - Tents having an area more than 201 square feet shall be \$400.00
 - Canopies having an area from 0-400 square feet shall be no charge.
 - Canopies from 401-500 square feet shall be \$250.00.
 - Canopies from 501-600 square feet shall be \$300.00.
 - Canopies from \$601.00 or greater shall be \$400.00.
 - Multiple tents and or canopies placed together equaling or greater than the above stated information shall be charged accordingly.
 - Tents shall be flame-retardant treated with an approved State Fire Marshal seal attached. A permit from the Fire Department must be obtained. Fees can only be waived by the City Council.
- A ten feet separation distance must be maintained between tents and canopies. A permit from the Fire Department must be obtained. **Cooking shall not be permitted under tents or canopies unless the tents or canopies meet State Fire Marshal approval for cooking. See Fire Marshal for required explanation.**
- 12) Concession stands utilized for cooking shall have a minimum of 10 feet of clearance on two sides and shall not be located within 10 feet of tents or canopies.
- 13) All cooking booths or areas to have one 2A:10BC fire extinguisher. **If grease or oil is used in cooking a 40:BC or class "K" fire extinguisher will be required.** See Fire Marshal for required explanation. All fire extinguishers to have a current State Fire Marshal Tag attached.
- 14) First Aid will be provided by Cornerstone Church of San Diego personnel.
- 15) Provide vendors blow up jumpers, slides, etc. California State Fire Marshal Certificate for Flame Resistance.
- 16) All blower motors for Jumpers, slides, etc. must be listed for use.
- 16) Carnivals and Fairs require a \$500 Permit.
- 17) Required inspections taking place, after hours, holidays, and weekends will be assessed a minimum of one hundred (\$200.00) dollars.

Fire Department fees can only be waived by City Council.

The following page(s) contain the backup material for Agenda Item: Investment transactions for the month ended July 31, 2018. (Finance)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.:

ITEM TITLE:

Investment transactions for the month ended July 31, 2018.

PREPARED BY: *Ron Gutlay*

PHONE: 619-336-4346

DEPARTMENT: Finance

APPROVED BY: _____

EXPLANATION:

In accordance with California Government Code Section 53646 and City of National City's investment policy section XIIA, a monthly report shall be submitted to the legislative body accounting for transactions made during the reporting period.

The attached listing reflects investment transactions of the City of National City's investment portfolio for the month ending July 31, 2018.

FINANCIAL STATEMENT:

ACCOUNT NO.
NA

APPROVED: *Mark Ralvito* **FINANCE**

APPROVED: _____ **MIS**

ENVIRONMENTAL REVIEW:

This is not a project and, therefore, not subject to environmental review.

ORDINANCE: **INTRODUCTION** ☐ **FINAL ADOPTION** ☐

STAFF RECOMMENDATION:

Accept and file the Investment Transaction Ledger for the month ended July 31, 2018.

BOARD / COMMISSION RECOMMENDATION:

NA

ATTACHMENTS:

Investment Transaction Ledger



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	07/01/2018	60934N807	2,300.00	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	2,300.00	0.00	2,300.00	0.00
Purchase	07/03/2018	60934N807	214.22	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	214.22	0.00	214.22	0.00
Purchase	07/05/2018	931142EJ8	400,000.00	Wal-Mart Stores Note 3.125% Due 6/23/2021	100.513	2.94%	402,052.00	277.78	402,329.78	0.00
Purchase	07/06/2018	02582JHE3	190,000.00	American Express Credit 2017-3 A 1.77% Due 11/15/2022	98.063	2.69%	186,318.75	196.18	186,514.93	0.00
Purchase	07/13/2018	60934N807	6,828.13	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	6,828.13	0.00	6,828.13	0.00
Purchase	07/15/2018	60934N807	3,600.00	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	3,600.00	0.00	3,600.00	0.00
Purchase	07/15/2018	60934N807	450,000.00	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	450,000.00	0.00	450,000.00	0.00
Purchase	07/15/2018	90LAIF\$00	127,210.60	Local Agency Investment Fund State Pool	1.000	1.90%	127,210.60	0.00	127,210.60	0.00
Purchase	07/16/2018	60934N807	280.25	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	280.25	0.00	280.25	0.00
Purchase	07/16/2018	60934N807	582.08	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	582.08	0.00	582.08	0.00
Purchase	07/16/2018	60934N807	9,019.49	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	9,019.49	0.00	9,019.49	0.00
Purchase	07/16/2018	60934N807	39,950.45	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	39,950.45	0.00	39,950.45	0.00
Purchase	07/16/2018	60934N807	32,973.84	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	32,973.84	0.00	32,973.84	0.00
Purchase	07/16/2018	60934N807	463.75	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	463.75	0.00	463.75	0.00
Purchase	07/18/2018	02587AAJ3	300,000.00	American Express Credit 2017-1 1.93% Due 9/15/2022	98.488	2.93%	295,464.84	48.25	295,513.09	0.00
Purchase	07/18/2018	60934N807	13,000.43	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	13,000.43	0.00	13,000.43	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	07/18/2018	60934N807	438.96	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	438.96	0.00	438.96	0.00
Purchase	07/20/2018	60934N807	2,531.25	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	2,531.25	0.00	2,531.25	0.00
Purchase	07/20/2018	60934N807	450,000.00	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	450,000.00	0.00	450,000.00	0.00
Purchase	07/23/2018	60934N807	4,500.00	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	4,500.00	0.00	4,500.00	0.00
Purchase	07/24/2018	3135G0U27	300,000.00	FNMA Note 2.5% Due 4/13/2021	99.257	2.78%	297,771.00	2,104.17	299,875.17	0.00
Purchase	07/25/2018	47788EAB4	400,000.00	John Deere Owner Trust 2018-B A2 2.83% Due 4/15/2021	99.996	2.85%	399,983.60	0.00	399,983.60	0.00
Purchase	07/25/2018	60934N807	5,625.00	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	5,625.00	0.00	5,625.00	0.00
Purchase	07/28/2018	60934N807	4,900.00	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	4,900.00	0.00	4,900.00	0.00
Purchase	07/29/2018	60934N807	4,700.00	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	4,700.00	0.00	4,700.00	0.00
Purchase	07/31/2018	60934N807	7,618.75	Federated Investors Govt Oblig Fund Inst.	1.000	1.55%	7,618.75	0.00	7,618.75	0.00
Subtotal			2,756,737.20				2,748,327.39	2,626.38	2,750,953.77	0.00
Short Sale	07/25/2018	60934N807	-399,983.60	Federated Investors Govt Oblig Fund Inst.	1.000		-399,983.60	0.00	-399,983.60	0.00
Subtotal			-399,983.60				-399,983.60	0.00	-399,983.60	0.00
TOTAL ACQUISITIONS			2,356,753.60				2,348,343.79	2,626.38	2,350,970.17	0.00
DISPOSITIONS										
Closing Purchase	07/25/2018	60934N807	-399,983.60	Federated Investors Govt Oblig Fund Inst.	1.000		-399,983.60	0.00	-399,983.60	0.00
Subtotal			-399,983.60				-399,983.60	0.00	-399,983.60	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Sale	07/05/2018	60934N807	402,329.78	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	402,329.78	0.00	402,329.78	0.00
Sale	07/06/2018	60934N807	186,514.93	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	186,514.93	0.00	186,514.93	0.00
Sale	07/18/2018	60934N807	295,513.09	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	295,513.09	0.00	295,513.09	0.00
Sale	07/24/2018	60934N807	299,875.17	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	299,875.17	0.00	299,875.17	0.00
Sale	07/25/2018	60934N807	399,983.60	Federated Investors Govt Oblig Fund Inst.	1.000	1.52%	399,983.60	0.00	399,983.60	0.00
Subtotal			1,584,216.57				1,584,216.57	0.00	1,584,216.57	0.00
Paydown	07/16/2018	02582JHE3	0.00	American Express Credit 2017-3 A 1.77% Due 11/15/2022	100.000		0.00	280.25	280.25	0.00
Paydown	07/16/2018	161571HF4	0.00	Chase CHAIT 2016-A5 1.27% Due 7/15/2021	100.000		0.00	582.08	582.08	0.00
Paydown	07/16/2018	47788BAB0	8,877.97	John Deere Owner Trust 2017-B A2A 1.59% Due 4/15/2020	100.000		8,877.97	141.52	9,019.49	0.77
Paydown	07/16/2018	65478GAB6	39,430.61	Nissan Auto Receivables Owner 2017-B A2A 1.56% Due 5/15/2020	100.000		39,430.61	519.84	39,950.45	1.55
Paydown	07/16/2018	89237RAB4	32,447.22	Toyota Auto Receivable 2017-C A2A 1.58% Due 7/15/2020	100.000		32,447.22	526.62	32,973.84	0.31
Paydown	07/16/2018	89238BAB8	0.00	Toyota Auto Receivables Owner 2018-A A2A 2.1% Due 10/15/2020	100.000		0.00	463.75	463.75	0.00
Paydown	07/18/2018	43814PAB6	12,848.33	Honda Auto Receivables Owner T 17-3 A2 1.57% Due 1/21/2020	100.000		12,848.33	152.10	13,000.43	1.14
Paydown	07/18/2018	43814UAG4	0.00	Honda Auto Receivables 2018-2 A3 3.01% Due 5/18/2022	100.000		0.00	438.96	438.96	0.00
Subtotal			93,604.13				93,604.13	3,105.12	96,709.25	3.77



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Maturity	07/15/2018	912828XK1	450,000.00	US Treasury Note 0.875% Due 7/15/2018	100.000		450,000.00	0.00	450,000.00	1,439.90
Maturity	07/20/2018	3135G0E33	450,000.00	FNMA Note 1.125% Due 7/20/2018	100.000		450,000.00	0.00	450,000.00	310.44
Subtotal			900,000.00				900,000.00	0.00	900,000.00	1,750.34
Security Withdrawal	07/06/2018	60934N807	2,154.82	Federated Investors Govt Oblig Fund Inst.	1.000		2,154.82	0.00	2,154.82	0.00
Security Withdrawal	07/20/2018	90LAIF\$00	2,000,000.00	Local Agency Investment Fund State Pool	1.000		2,000,000.00	0.00	2,000,000.00	0.00
Security Withdrawal	07/30/2018	90LAIF\$00	5,000,000.00	Local Agency Investment Fund State Pool	1.000		5,000,000.00	0.00	5,000,000.00	0.00
Security Withdrawal	07/31/2018	90SDCP\$00	13,000.00	County of San Diego Pooled Investment Pool	1.000		13,000.00	0.00	13,000.00	0.00
Subtotal			7,015,154.82				7,015,154.82	0.00	7,015,154.82	0.00
TOTAL DISPOSITIONS			9,192,991.92				9,192,991.92	3,105.12	9,196,097.04	1,754.11

OTHER TRANSACTIONS										
Interest	07/01/2018	3133EFW52	400,000.00	FFCB Note 1.15% Due 7/1/2019	0.000		2,300.00	0.00	2,300.00	0.00
Interest	07/13/2018	3137EADB2	575,000.00	FHLMC Note 2.375% Due 1/13/2022	0.000		6,828.13	0.00	6,828.13	0.00
Interest	07/15/2018	912828S43	435,000.00	US Treasury Note 0.75% Due 7/15/2019	0.000		1,631.25	0.00	1,631.25	0.00
Interest	07/15/2018	912828XK1	450,000.00	US Treasury Note 0.875% Due 7/15/2018	0.000		1,968.75	0.00	1,968.75	0.00
Interest	07/20/2018	3135G0E33	450,000.00	FNMA Note 1.125% Due 7/20/2018	0.000		2,531.25	0.00	2,531.25	0.00
Interest	07/23/2018	46625HKA7	400,000.00	JP Morgan Chase Callable Note Cont 12/23/2019 2.25% Due 1/23/2020	0.000		4,500.00	0.00	4,500.00	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	07/25/2018	45950KCM0	500,000.00	International Finance Corp Note 2.25% Due 1/25/2021	0.000		5,625.00	0.00	5,625.00	0.00
Interest	07/28/2018	69353RFE3	400,000.00	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	0.000		4,900.00	0.00	4,900.00	0.00
Interest	07/29/2018	91159HHL7	400,000.00	US Bancorp Callable Note 1X 12/29/2020 2.35% Due 1/29/2021	0.000		4,700.00	0.00	4,700.00	0.00
Interest	07/31/2018	912828SD3	400,000.00	US Treasury Note 1.25% Due 1/31/2019	0.000		2,500.00	0.00	2,500.00	0.00
Interest	07/31/2018	912828TH3	400,000.00	US Treasury Note 0.875% Due 7/31/2019	0.000		1,750.00	0.00	1,750.00	0.00
Interest	07/31/2018	912828UL2	490,000.00	US Treasury Note 1.375% Due 1/31/2020	0.000		3,368.75	0.00	3,368.75	0.00
Subtotal			5,300,000.00				42,603.13	0.00	42,603.13	0.00
Dividend	07/01/2018	90SDCP\$00	16,297,000.00	County of San Diego Pooled Investment Pool	0.000		24,168.50	0.00	24,168.50	0.00
Dividend	07/03/2018	60934N807	12,096.48	Federated Investors Govt Oblig Fund Inst.	0.000		214.22	0.00	214.22	0.00
Dividend	07/15/2018	90LAIF\$00	2,402,823,613.49	Local Agency Investment Fund State Pool	0.000		127,210.60	0.00	127,210.60	0.00
Subtotal			2,419,132,709.97				151,593.32	0.00	151,593.32	0.00
TOTAL OTHER TRANSACTIONS			2,424,432,709.97				194,196.45	0.00	194,196.45	0.00

The following page(s) contain the backup material for Agenda Item: Warrant Register #11 for the period of 09/05/18 through 09/11/18 in the amount of \$1,954,603.89.

(Finance)

Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.:

ITEM TITLE:

Warrant Register #11 for the period of 09/05/18 through 09/11/18 in the amount of \$1,954,603.89.
(Finance)

PREPARED BY: Karla Apalategui, Accounting Assistant

DEPARTMENT: Finance

PHONE: 619-336-4572

APPROVED BY: _____

EXPLANATION:

Per Government Section Code 37208, attached are the warrants issued for the period of 09/05/18 through 09/11/18.

Consistent with Department of Finance's practice, listed below are all payments above \$50,000.

<u>Vendor</u>	<u>Check/Wire</u>	<u>Amount</u>	<u>Explanation</u>
Health Net Inc	337003	87,780.40	GRP# R1192A – Aug 2018
Kaiser Foundation HP	337007	190,732.44	GRP# 104220-0002 – Aug 2018
Sweetwater Authority	337034	56,402.34	Water Services for Facilities FY19
Adminsure Inc	267486	110,917.64	W/C Acct Replenishment – Aug 18

FINANCIAL STATEMENT:

APPROVED: Mark Ralvito **FINANCE**

ACCOUNT NO.

APPROVED: _____ **MIS**

Warrant total \$1,954,603.89.

ENVIRONMENTAL REVIEW:

This is not a project and, therefore, not subject to environmental review.

ORDINANCE: **INTRODUCTION** ☐ **FINAL ADOPTION** ☐

STAFF RECOMMENDATION:

Ratify warrants totaling \$1,954,603.89

BOARD / COMMISSION RECOMMENDATION:

ATTACHMENTS:

Warrant Register # 11



WARRANT REGISTER # 11
9/11/2018

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHK NO</u>	<u>DATE</u>	<u>AMOUNT</u>
AAIR PURIFICATION SYSTEMS	XL TAIL PIPE GRABBER / PW	336964	9/10/18	1,938.04
ACME SAFETY & SUPPLY CORP	DAY-NITE TRAFFIC CONES-#7 / PW	336965	9/10/18	490.35
ALIGNMENT EXPRESS OF CA INC	ALIGNMENT ON STREET SWEEPER	336966	9/10/18	225.00
FIRE ETC	REDBACK USBK PULL-ON, STATION BOOT / FIRE	336967	9/10/18	124.99
HAAKER EQUIPMENT COMPANY	FRONT WIND, CONTROL COMPLIANT / PW	336968	9/10/18	2,164.31
HUB CONSTRUCTION	EXPANSION JOINTS - CURB AND GUTTER	336969	9/10/18	146.82
SOUTHWEST SIGNAL SERVICE	MONTHLY MAINTENANCE JUNE 2018	336970	9/10/18	5,707.24
VALLEY POWER SYSTEMS INC	PARTS / PW	336971	9/10/18	1,354.49
ABLE PATROL & GUARD	SECURITY SERVICES / LIBRARY	336972	9/11/18	3,044.70
AETNA BEHAVIORAL HEALTH	EMPLOYEE ASSISTANCE PROGRAM - SEPTEMBER	336973	9/11/18	830.56
AIRGAS WEST	MOP 45714 SAFETY APPAREL / PW	336974	9/11/18	140.73
ALTA LANGUAGE SERVICES INC	EMPLOYEE BILINGUAL TESTING	336975	9/11/18	180.00
AMAZON	BOOKS / LIBRARY	336976	9/11/18	1,903.48
AMERIPRISE AUTO	LIABILITY CLAIM COST	336977	9/11/18	8,687.58
ATAP - ASSOCIATION OF THREAT	THREAT ASSESSMENT TRAINING	336978	9/11/18	200.00
BAKER & TAYLOR	BOOKS / LIBRARY	336979	9/11/18	133.20
BEST BEST & KRIEGER ATTNY LAW	LIABILITY CLAIM COST	336980	9/11/18	2,478.00
BLACK, N	REIMBURSEMENT FOR STRIKE TEAM COSTS	336981	9/11/18	1,664.92
BOOT WORLD	MOP 64096 SAFETY APPAREL PW	336982	9/11/18	125.00
C A P F	SEPTEMBER 2018 - FIRE LTD	336983	9/11/18	931.00
CALIFORNIA COMMERCIAL SECURITY	MOP 45754 GENERAL SUPPLIES PW	336984	9/11/18	109.83
CALIFORNIA LAW ENFORCEMENT	SEPTEMBER 2018 - PD LTD	336985	9/11/18	2,082.50
CASILLAS, J	LICENSE REIMBURSEMENT	336986	9/11/18	76.00
CHRISTENSEN & SPATH LLP	CHRISTENSEN & SPATH LLP HED	336987	9/11/18	5,118.75
CITY OF LEMON GROVE	LIABILITY CLAIM COST	336988	9/11/18	507.85
CITY OF NATIONAL CITY	PETTY CASH REPLENISHMENT JUL 2018	336989	9/11/18	363.45
CORNERSTONE CHURCH OF SD	STATE OF THE CITY ADDRESS USE FACILITY	336990	9/11/18	3,000.00
CYNTHIA TITGEN CONSULTING INC	WORKERS' COMPENSATION CONSULTING AUGUST	336991	9/11/18	2,012.50
DANIELS TIRE SERVICE	TIRES FOR CITY FLEET FOR FY 2019	336992	9/11/18	1,176.39
DUNBAR ARMORED INC	ARMORED SERVICES - FINANCE	336993	9/11/18	280.23
EBSCO INFORMATION SERVICES	EBSCO DATABASES SUBSCRIPTION FY 19	336994	9/11/18	16,899.00
ESGIL CORPORATION	PLAN CHECKS / BUILDING	336995	9/11/18	25,531.44
EXOS COMMUNITY SERVICES LLC	POOL MANAGEMENT FEE / CSD	336996	9/11/18	34,289.42
EXPRESS PIPE AND SUPPLY	CITY WIDE PLUMBING PARTS / PW	336997	9/11/18	3,552.17
GONZALES, R	TRAINING ADV LOD OIS / R. G.	336998	9/11/18	1,015.32
GRAINGER	MOP 65179 / SUPPLIES / FIRE	336999	9/11/18	635.03
HDL COREN & CONE	CAFR SERVICES / FINANCE	337000	9/11/18	645.00
HEALTH NET	GRP# N7176F - AUG 2018	337001	9/11/18	1,522.34
HEALTH NET	GRP# N7177A - AUG 2018	337002	9/11/18	1,181.18
HEALTH NET INC	GRP# R1192A - AUG 2018	337003	9/11/18	87,780.40
HEALTH NET INC	GRP# 57135A - AUG 2018	337004	9/11/18	4,770.08
HEALTH NET INC	HEALTH NET INS ADJUST - MULTIPLE GROUPS	337005	9/11/18	38.06
HMS CONSTRUCTION INC	HIGHLAND AVE TRAFFIC SIGNAL M.	337006	9/11/18	15,390.00
KAISER FOUNDATION HEALTH PLANS	GROUP NO. 104220-0002 AUG 2018	337007	9/11/18	190,732.44
KAISER FOUNDATION HEALTH PLANS	GROUP NO 104220-01, 06, 07 AUG 2018	337008	9/11/18	21,249.62
KAISER FOUNDATION HEALTH PLANS	GROUP NO. 104220-03, 09 AUG 2018	337009	9/11/18	5,612.61



WARRANT REGISTER # 11
9/11/2018

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHK NO</u>	<u>DATE</u>	<u>AMOUNT</u>
KAISER FOUNDATION HEALTH PLANS	GROUP NO. 104220-7002 AUG 2018	337010	9/11/18	4,821.15
KETCHUM MFG CO INC	DANGEROUS DOG TAG / FINANCE	337011	9/11/18	162.00
LOZANO SMITH LLP	LEGAL SERVICES	337012	9/11/18	19,049.05
MASON'S SAW	MOP 45729 LANDSCAPE SUPPLIES PW	337013	9/11/18	571.06
MIDWEST TAPE	AUDIO VISUAL MATERIALS FOR FY2019	337014	9/11/18	522.28
MIDWEST TAPE	DVDS / LIBRARY	337015	9/11/18	117.86
MTS	MTS TROLLEY FLAGGER SERVICE	337016	9/11/18	79.24
NATIONAL CITY CAR WASH	CAR WASH SERVICES FOR CITY FLEET FY 2019	337017	9/11/18	520.00
PENSKE FORD	R&M CITY VEHICLES FY 2019	337019	9/11/18	459.10
PICASSO COUNTERTOP & CABINET	PD COUNTERTOPS - REPORT WRITING ROOM-PW	337020	9/11/18	1,468.12
PRO BUILD	MOP 45707 GENERAL SUPPLIES PW	337021	9/11/18	668.79
PRUDENTIAL OVERALL SUPPLY	MOP 45742 LAUNDRY SERVICES PW	337022	9/11/18	181.98
RAMOS, D	LIABILITY CLAIM COST	337023	9/11/18	41.00
RELIANCE STANDARD	GRP VA1826233/VC1801146 & VG180848 AUG 2018	337024	9/11/18	4,188.33
SAM'S ALIGNMENT	WHEEL ALIGNMENT SERVICE FOR CITY	337025	9/11/18	400.00
SASI	MONTHLY TRUST ACCOUNTING 2018	337026	9/11/18	44.10
SDCHCC	SDCHC MEMBERSHIP / MORRISON	337027	9/11/18	149.00
SDG&E	SDG&E UTILITIES FOR FACILITIES FY 2019	337028	9/11/18	19,027.46
SDG&E	WASTEWATER GAS & ELECTRIC UTILITIES	337029	9/11/18	1,303.20
SMART SOURCE OF CALIFORNIA LLC	MOP 63845. BUSINESS CARDS / SALAZAR	337030	9/11/18	36.98
SOUTH BAY COMMUNITY SERVICES	HOME TBRA III CONTRACT FY17-18 HED	337031	9/11/18	38,149.00
STAPLES BUSINESS ADVANTAGE	MOP 45704. OFFICE SUPPLIES/LIBRARY.	337032	9/11/18	806.51
STAPLES BUSINESS ADVANTAGE	MOP 45704. OFFICE SUPPLIES / FINANCE	337033	9/11/18	144.22
SWEETWATER AUTHORITY	WATER SERVICES FOR FACILITIES FY 2019	337034	9/11/18	56,402.34
T MAN TRAFFIC SUPPLY	MOP 76666 TRAFFIC SAFETY SUPPLIES PW	337035	9/11/18	1,480.31
THE BANK OF NEW YORK MELLON	CUSTODIAN FEE PERIOD APR - JUN 2018	337036	9/11/18	300.00
THE PUN GROUP LLP	INDEPENDENT AUDITING SERVICES / FINANCE	337037	9/11/18	20,000.00
THE SHOPPER INC	DVD SUPPLIES / LIBRARY	337038	9/11/18	830.88
THE STAR NEWS	PD UNCLAIMED PROPERTY & BICYCLES	337039	9/11/18	61.50
TIP OF SAN DIEGO COUNTY	ON-SCENE 24 HOUR VOLUNTEER RESPONSE SERV	337040	9/11/18	8,000.00
TURF STAR	DE-MYSTIFICATION OF SPRAYERS SEMINAR	337041	9/11/18	100.00
U S BANK	CREDIT CARD EXPENSES / CMO	337042	9/11/18	15.96
U S HEALTHWORKS	DOT EXAM	337043	9/11/18	96.00
UNITED ROTARY BRUSH CORP	STREET SWEEPER REPAIRS AND MAINTENANCE	337044	9/11/18	610.45
WAXIE SANITARY SUPPLY	MISCELLANEOUS JANITORIAL SUPPLIES / PW	337045	9/11/18	2,767.17
WEST PAYMENT CENTER	BOOKS / LIBRARY	337046	9/11/18	953.25
			A/P Total	642,570.31
WIRED PAYMENTS				
ADMINSURE INC	W/C ACCT REPLENISHMENT AUG 2018	267486	9/6/18	110,917.64
ARCO BUSINESS SOLUTIONS	FUEL FOR CITY FLEET AUGUST 2018	267519	9/10/18	37,525.37

PAYROLL

Pay period	Start Date	End Date	Check Date	
19	8/28/2018	9/10/2018	9/19/2018	1,163,590.57

GRAND TOTAL

\$1,954,603.89

Certification

IN ACCORDANCE WITH SECTION 37202, 37208, 372059 OF THE GOVERNMENT CODE, WE HEREBY CERTIFY TO THE ACCURACY OF THE DEMANDS LISTED ABOVE AND TO THE AVAILABILITY OF FUNDS FOR THE PAYMENT THEREOF AND FURTHER THAT THE ABOVE CLAIMS AND DEMANDS HAVE BEEN AUDITED AS REQUIRED BY LAW.



MARK ROBERTS, FINANCE

LESLIE DEESE, CITY MANAGER

FINANCE COMMITTEE

RONALD J. MORRISON, MAYOR-CHAIRMAN

ALBERT MENDIVIL, VICE-MAYOR

ALEJANDRA SOTELO-SOLIS, MEMBER

MONA RIOS, MEMBER

JERRY CANO, MEMBER

I HEREBY CERTIFY THAT THE FOREGOING CLAIMS AND DEMANDS WERE APPROVED AND THE CITY TREASURER IS AUTHORIZED TO ISSUE SAID WARRANTS IN PAYMENT THEREOF BY THE CITY COUNCIL ON THE 16TH OF OCTOBER 2018.

AYES _____

NAYS _____

ABSENT _____

The following page(s) contain the backup material for Agenda Item: Warrant Register #12 for the period of 09/12/18 through 09/18/18 in the amount of \$1,344,046.41.

(Finance)

Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.:

ITEM TITLE:

Warrant Register #12 for the period of 09/12/18 through 09/18/18 in the amount of \$1,344,046.41.
(Finance)

PREPARED BY: Karla Apalategui, Accounting Assistant

DEPARTMENT: Finance

PHONE: 619-336-4572

APPROVED BY: _____

EXPLANATION:

Per Government Section Code 37208, attached are the warrants issued for the period of 09/12/18 through 09/18/18.

Consistent with Department of Finance's practice, listed below are all payments above \$50,000.

<u>Vendor</u>	<u>Check/Wire</u>	<u>Amount</u>	<u>Explanation</u>
AMERESCO Inc	337050	249,151.94	Energy Services for July
Dick Miller	337064	52,881.07	Citywide Alley Improv.
Eagle Paving Company	337065	91,631.73	Citywide Ped. Midblock C.
South Coast Fire Equip	337092	695,843.30	Pierce Arrow XT Pumper / Fire

FINANCIAL STATEMENT:

APPROVED: Mark Ralento **FINANCE**

ACCOUNT NO.

APPROVED: _____ **MIS**

Warrant total \$1,344,046.41.

ENVIRONMENTAL REVIEW:

This is not a project and, therefore, not subject to environmental review.

ORDINANCE: **INTRODUCTION** ☐ **FINAL ADOPTION** ☐

STAFF RECOMMENDATION:

Ratify warrants totaling \$1,344,046.41

BOARD / COMMISSION RECOMMENDATION:

ATTACHMENTS:

Warrant Register # 12



WARRANT REGISTER # 12
9/18/2018

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHK NO</u>	<u>DATE</u>	<u>AMOUNT</u>
211 SAN DIEGO	CITIES CONTRIBUTION FOR FY 2018/2019	337047	9/18/18	11,716.40
ALDEMCO	FOOD - NUTRITION CENTER	337048	9/18/18	5,570.85
ALL FRESH PRODUCTS	FOOD - NUTRITION CENTER	337049	9/18/18	1,949.75
AMERESCO INC	ENERGY SERVICES FOR JULY	337050	9/18/18	249,151.94
ANDERSON, S	TRAINING SWAT ADV LODGE/ ANDERSON	337051	9/18/18	1,452.77
ANGELO'S TOWING AND RECOVERY	VEHICLE TOW	337052	9/18/18	56.25
AT&T	AT&T SBC ANNUAL PHONE SERVICE - JUNE	337053	9/18/18	8,683.96
AT&T	AT&T SBC ANNUAL PHONE SERVICE - SEP	337054	9/18/18	70.98
CALIFORNIA PARK & REC	CPRS MEMBERSHIP RENEW - COMM SVCS	337055	9/18/18	475.00
COUNTY OF SAN DIEGO	NOVEMBER 06, 2018 ELECTION	337056	9/18/18	15,160.00
COUNTY OF SAN DIEGO	COMMUNICATIONS SYSTEM - AUGUST	337057	9/18/18	9,177.00
COUNTY OF SAN DIEGO	HIRT MEMBERSHIP, FY19	337058	9/18/18	44,871.00
COX COMMUNICATIONS	COX VIDEO SERVICES - SEPTEMBER	337059	9/18/18	950.50
CSAC EXCESS INS AUTHORITY	CERTIFICATES OF INSURANCE PROGRAM	337060	9/18/18	1,000.00
DANIELS TIRE SERVICE	TIRES / PW	337061	9/18/18	834.83
DE LAGE LANDEN	LEASE 20 SHARP COPIERS	337062	9/18/18	2,939.63
DE PASCALE, A	EDUCATIONAL REIMBURSEMENT	337063	9/18/18	1,280.49
DICK MILLER INC	CITYWIDE ALLEY IMPROV.	337064	9/18/18	52,881.07
EAGLE PAVING COMPANY INC	CITYWIDE PED. MIDBLOCK C.	337065	9/18/18	91,631.73
ENTERPRISE FLEET MANAGEMENT	ENTERPRISE FLEET LEASE AND MAINT- ENG	337066	9/18/18	15,256.05
GALLS INC	MFF GEAR / POLICE	337067	9/18/18	8,166.00
HP INC	CRADLEPOINT ROUTERS	337068	9/18/18	3,040.30
JANWAY COMPANY	IMPRINTED FLASH DRIVES - LIBRARY	337069	9/18/18	499.00
LA PRENSA SAN DIEGO	NOTICE OF ELECTION NOMINEES SPANISH FY19	337070	9/18/18	120.00
LONG, D	TRAINING POST SUB FTO UPD/LONG	337071	9/18/18	468.00
LOPEZ, TERESA YOLANDA	INTERPRETATION - 6/12/18 COUNCIL MEETING	337072	9/18/18	160.00
MARIOTA, R	TRAINING SWAT ADV LODGE/MARIOTA/PD	337073	9/18/18	1,452.77
MATLOCK, J	REIMBURSEMENT, POV MILEAGE	337074	9/18/18	339.73
MEYERS NAVE	LABOR RELATIONS AND NEGOTIATIONS SERVICE	337075	9/18/18	15,785.62
NFPA FULFILLMENT CENTER	FIRE CODES SUBSCRIPTION, NFPA	337076	9/18/18	1,345.50
PACIFIC TELEMAGEMENT SERVICE	PACIFIC TELEMAGEMENT SVCS - SEP	337077	9/18/18	78.00
PADRE JANITORIAL SUPPLIES	JANITORIAL SUPPLIES - NUTRITION	337078	9/18/18	672.75
PIERSON, D	EDUCATIONAL REIMBURSEMENT	337079	9/18/18	1,242.00
PRO-EDGE KNIFE	KNIFE SHARPING SERVICE - NUTRITION	337080	9/18/18	46.00
PROFORCE LAW ENFORCEMENT	TSR X26 EXTENDED DPM / POLICE	337081	9/18/18	2,785.00
PROJECT PROFESSIONALS CORP	CITYWIDE TRAFFIC SIGNAL	337082	9/18/18	6,846.73
RAMIREZ, O	TRAINING ADV SUB MEDIA REL/RAMIREZ	337083	9/18/18	350.63
RIOS, MARTA	HCV PRGM MGMT SEMINAR & IN-CLASS EXAM	337084	9/18/18	997.79
RIVERSIDE COUNTY SHERIFF DEPT	TRAINING TUITION ROT/DOUGHERTY RAZIEL	337085	9/18/18	456.00
RODRIGUEZ, JOSE	MUSIC PERFORMANCE V R DINNER - COMM SVCS	337086	9/18/18	200.00
SAN DIEGO GAS & ELECTRIC	GAS & ELECTRIC UTILITIES - NUTRITION	337087	9/18/18	1,897.81
SASE COMPANY INC	SC.10.510, SHAFT, FLAIL 9/16" FOR 10	337088	9/18/18	236.36
SEAPORT MEAT COMPANY	FOOD - NUTRITION CENTER	337090	9/18/18	1,586.84
SOS SURVIVAL PRODUCTS	PRODUCTS FOR EMERGENCY BAGS	337091	9/18/18	339.00
SOUTH COAST FIRE EQUIPMENT INC	PIERCE ARROW XT PUMPER / FIRE	337092	9/18/18	695,843.30



WARRANT REGISTER # 12
9/18/2018

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHK NO</u>	<u>DATE</u>	<u>AMOUNT</u>
STAPLES BUSINESS ADVANTAGE	MOP 45704 OFFICE SUPPLIES - MIS	337093	9/18/18	135.79
SUAREZ, JOHN	NC GETS ACTIVE BIKE RODEO - COMM SVCS	337094	9/18/18	30.00
SYSCO SAN DIEGO INC	FOOD - NUTRITION CENTER	337095	9/18/18	5,702.80
TRI GROUP CONSTRUCTION AND	18TH ST BICYCLE ENHANCEMENT PROGRAM	337096	9/18/18	28,380.12
U S BANK	TRAINING PD CREDIT CARD	337097	9/18/18	1,927.95
U S BANK	CREDIT CARD CHARGES, FIRE	337098	9/18/18	4,034.57
VERIZON WIRELESS	VERIZON CELLULAR SERVICES - AUG	337099	9/18/18	11,406.38
WILLY'S ELECTRONIC SUPPLY	MOP 45763 ELECTRONIC SUPPLIES - MIS	337100	9/18/18	278.69
A/P Total				1,311,961.63
 WIRED PAYMENTS				
PAYCHEX BENEFIT TECHNOLOGIES	BENETRAC ESR SVCS BASE FEE SEP 2018	754077	9/14/18	536.55
 SECTION 8 HAPS		Start Date	End Date	
		9/12/2018	9/18/2018	31,548.23
 GRAND TOTAL				<u>\$ 1,344,046.41</u>

Certification

IN ACCORDANCE WITH SECTION 37202, 37208, 372059 OF THE GOVERNMENT CODE, WE HEREBY CERTIFY TO THE ACCURACY OF THE DEMANDS LISTED ABOVE AND TO THE AVAILABILITY OF FUNDS FOR THE PAYMENT THEREOF AND FURTHER THAT THE ABOVE CLAIMS AND DEMANDS HAVE BEEN AUDITED AS REQUIRED BY LAW.



MARK ROBERTS, FINANCE

LESLIE DEESE, CITY MANAGER

FINANCE COMMITTEE

RONALD J. MORRISON, MAYOR-CHAIRMAN

ALBERT MENDIVIL, VICE-MAYOR

ALEJANDRA SOTELO-SOLIS, MEMBER

MONA RIOS, MEMBER

JERRY CANO, MEMBER

I HEREBY CERTIFY THAT THE FOREGOING CLAIMS AND DEMANDS WERE APPROVED AND THE CITY TREASURER IS AUTHORIZED TO ISSUE SAID WARRANTS IN PAYMENT THEREOF BY THE CITY COUNCIL ON THE 16TH OF OCTOBER 2018.

AYES _____

NAYS _____

ABSENT _____

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council authorizing the Mayor to Execute a Mills Act Historic Preservation Contract for 1430 E. 24th Street (Applicant: Stepheni Norton) (Case File 2018-10 M). (Planning)
Please scroll down to view the backup material.

CITY OF NATIONAL CITY, CALIFORNIA COUNCIL AGENDA STATEMENT

MEETING DATE: | October 16, 2018 |

AGENDA ITEM NO. |

ITEM TITLE:

|Resolution of the City Council Authorizing the Mayor to Execute a Mills Act Historic Preservation Contract for 1430 E. 24th Street (Applicant: Stepheni Norton) (Case File 2018-10 M)|

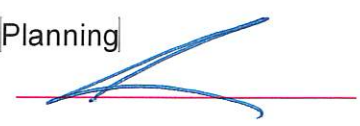
PREPARED BY: |Martin Reeder, AICP|



DEPARTMENT: |Planning|

PHONE: |619-336-4313 |

APPROVED BY: |



EXPLANATION:

|The property owner of 1430 E. 24th Street (Wallace Dickinson House) is requesting a Mills Act contract. The structure is a three-story Craftsman home located on a 26,136 square-foot (0.6-acre) lot. The property is in the Large Lot Residential (RS-1) zone.

Mills Act contracts are historic preservation tools that provide property tax savings for owners in exchange for a commitment to maintain and/or restore a historic structure. This property is eligible since it is on the City's list of locally-designated historic structures. The property owner has been continually restoring the property since it was purchased in 2012. Pending work includes windows, interior plaster, porches, doors, interior and exterior trim, and foundation repair. The attached Maintenance/Restoration Plan lists the completed and proposed projects. The Mills Act contract is valid for 10 years and automatically extends for one year on the anniversary date. The City may cancel the contract if breached or opt not to renew it if proper notice is provided. There are currently fourteen properties in the City in the Mills Act Program.

According to the San Diego County Assessor, there will be an approximate tax reduction of 30% of the current property valuation, or \$1,270 annually. As the property is within a former redevelopment area, the loss would be to the Successor Agency. The City's realized loss of its share of property tax would be approximately \$267.

FINANCIAL STATEMENT:

APPROVED: || Finance

ACCOUNT NO.

APPROVED: | | MIS

|The action will result in a reduction in annual Successor Agency property tax revenue of approximately \$1,270. The impact on the City would be an approximate loss of \$267 in residual balance distribution revenue from the Successor Agency.

ENVIRONMENTAL REVIEW:

|Not subject to CEQA|

ORDINANCE: INTRODUCTION: | ☐ | **FINAL ADOPTION:** | ☐ |

STAFF RECOMMENDATION:

|Adopt the Resolution |

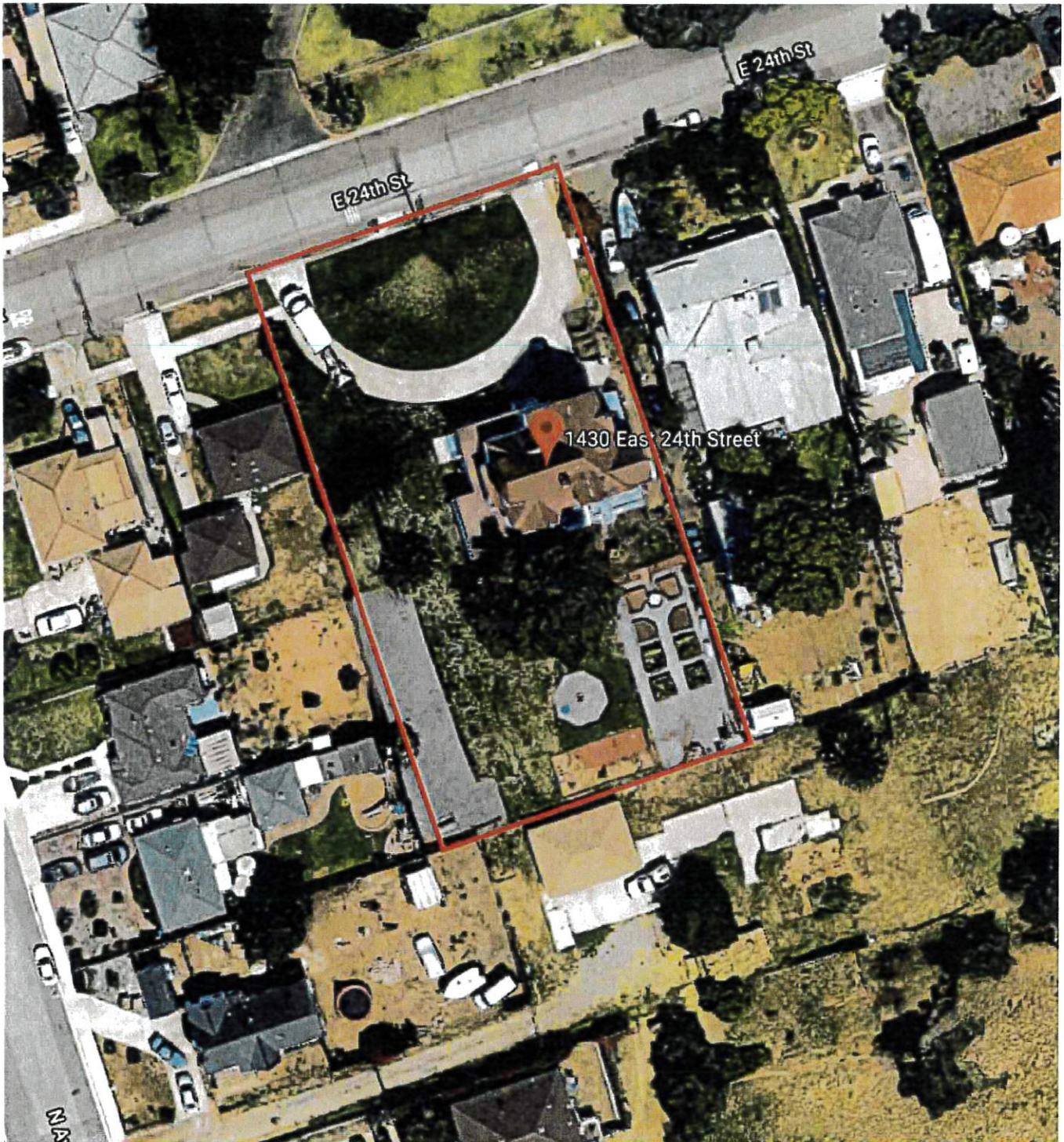
BOARD / COMMISSION RECOMMENDATION:

|N/A|

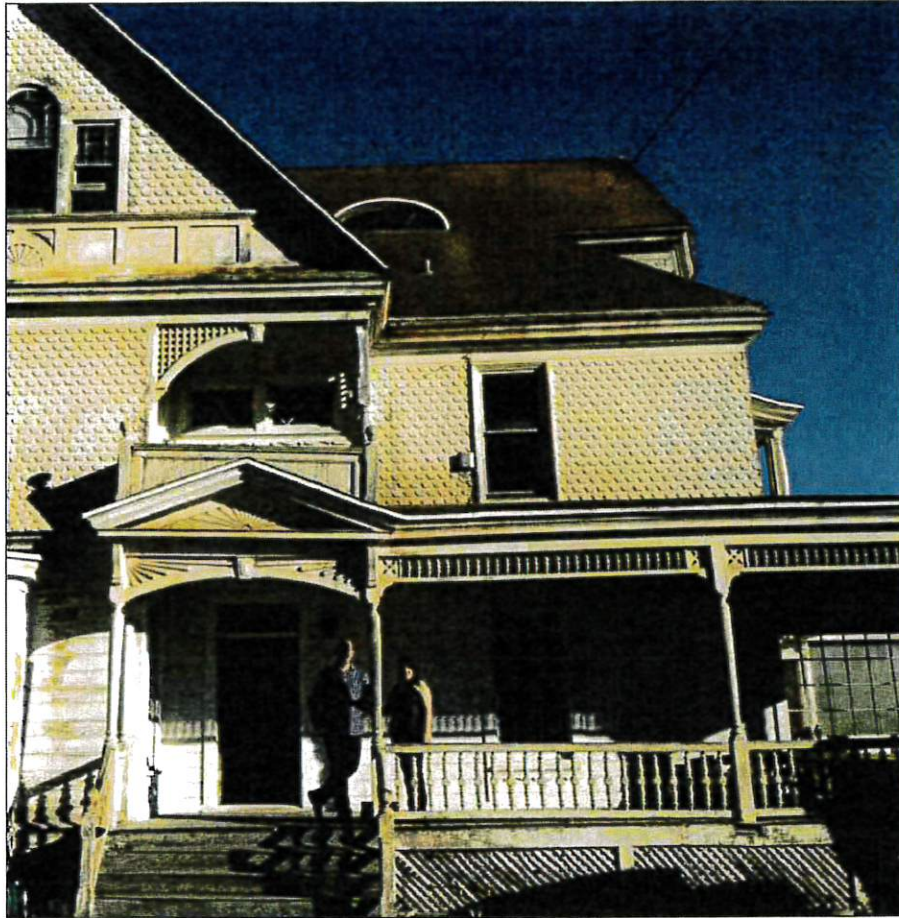
ATTACHMENTS:

- | | |
|---------------------------------|---|
| 1. Overhead | 4. Mills Act Contract |
| 2. Site Photos | 5. List of current Mills Act properties |
| 3. Maintenance/Restoration Plan | 6. Resolution |

2018-10 M – 1430 East 24th St. – Overhead



2018-10 M – 1430 East 24th Street – Site Photos



Wallace Dickinson House after purchase in 2012



Wallace Dickinson House in 2018
Attachment 2

**Maintenance/Restoration plan
Wallace D Dickinson House
1430 E 24th St, National City, CA 91950**

Project	Details	Proposed for	Completed on
South East Porch Stairs	Restore steps		2017
South West Porch	Restore original porch		2017
West Balcony Floor	Repaired and Replace balcony floors		2017
South West Porch Stairs	Restore steps		2014
West Porch	Remove non-original porch		2014
Window Glass	Replace all broken glass (38 windows)		2014
North Kitchen Entry Door	Replace broken glass and locks		2014
South West Entry	Replace landing		2014
East Chimney Brick	Repaired grout lines and replace missing bricks		2014
North Balcony	Repaired balcony rails and posts		2014
West Porch Stairs and handrails	Restore original porch and steps		2014
Exterior Body and Detail Paint	Paint house		2014
West Balcony	Remove nonoriginal boarding, Repair balcony rails and posts		2014
Window Sashes	Repair and replace originals windows sashes	2018	
Floors - Master	Stripped and tung oil floors		2017
Interior Ceiling Plaster	Repair and replace cracked plaster (3 floors)	2019	
North Balcony Floor	Repair and Replace balcony floors		2016
Window Grout	RegROUT (38 windows)		2016
Gutter Boxes	Repair built in gutter boxes and reline		2016
Roof	Tear out all old and replace roof		2016
Gutters	Replace down spouts		2016
Interior Wall Plaster	Repair and replace cracked plaster (3 floors)	2019	
Window Weights	Replace missing window weights (38 windows)	2018	
Window locks	Replace missing window locks to original (38 windows)	2018	
South East Porch	Restore original porch	2025	
Front Door	Replace with original style door	2021	
Interior Wood Wainscoting	Replace missing wainscoting	2020	
Copper Talking Tube	Replace mouth pieces	2018	
Wrap around porch	Replace original wrap around porch	2026	

**Maintenance/Restoration plan
Wallace D Dickinson House
1430 E 24th St, National City, CA 91950**

Project	Details	Proposed for	Completed on
South Kitchen Entry Door	Replace broken glass		2014
West Porch Doors	Reinstall original porch doors	2020	
Foundation	Repairs deteriorated areas of foundation	2019	
Windows	Replace boarded up windows	2024	
Exterior Millwork	Replace missing original millwork	2027	
Interior	Maintain as needed to original	Ongoing	
Exteriors	Maintain as needed to original	Ongoing	
North Kitchen Porch	Repaint		2014
Front Porch railing	Repair and replace to original		2014
HVAC	Replace		2017
Instant hot water whole house heater	Replace		2017
Drywall, installation, EPA primer, plaster coat (room by room)	Replace		2018
1 st floor bathroom - drywall	Replace		2015
New plumbing sewer and water lines	Replace	2019	
Sump pump	Replace		2017
New electrical panel	Replace		2017
New electrical 200 amp service	Replace		2017
Bedroom floors	Repair	ongoing	
Bee removal 10x	repair		2012-2018
Found opened enclosed doors	Repair		2013
Had custom door made to match original	Replace		2017
Attic stairs	New		2017
Kitchen Island countertop	New		2017
Kitchen added cabinets	New		2017
Dining room Fireplace – repair “flew”	Repairs		2017
Foundation repairs, front porch and basement south east	Repair		2014
Basement utility AC system	New		2017
Yellow bathroom sewer line	replace		2017
North balcony floating deck over flat roofed system with drain into plumbing systems to protect from water damage	replace		2017
West balcony coasting with water proofing	replace		2017

NATIONAL CITY MILLS ACT CONTRACTS		
CASE FILE NO.	ADDRESS:	APPLICANT
M-2002-1	3600 E. 8 th Street	Moncrieff Family Limited Partnership
M-2002-2	926 A Avenue	Janice Martinelli
M-2002-3	1941 Highland Avenue	Celia, Josefina Hernandez
M-2003-1	916 A Avenue	Jeannette Salazar
M-2003-2	928 A Avenue	Jeannette Salazar
M-2003-3	1433 E. 24 th Street	Jim Ladd
M-2003-4	45 East Plaza Blvd.	Janice Martinelli
M-2003-5	907 A Avenue	Louise Branch
M-2005-1	906 A Avenue	Janice Martinelli
M-2006-1	910 A Avenue	Janice Martinelli
M-2006-2	934 A Avenue	Janice Martinelli
2007-44 M	2824 L Avenue	Sherri Steliga
2010-9 M	2525 N Avenue	ICF
2010-28 M	940 E. 16 th Street	Janice Martinelli

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City declaring a Shelter Crisis, within the meeting of government code Section 8698, et seq; authorizing the City Manager to Homeless Emergency Aid Program (HEAP) funds to address said Shelter Crisis as provided for in SB 850 and the 2018-19 budget act; and related actions. (Housing & Economic Development)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO. _____

ITEM TITLE:

Resolution of the City Council of the City of National City declaring a Shelter Crisis, within the meeting of government code Section 8698, et seq; authorizing the City Manager to Homeless Emergency Aid Program (HEAP) funds to address said Shelter Crisis as provided for in SB 850 and the 2018-19 budget act; and related actions.

PREPARED BY: Carlos Aguirre, Housing and
Economic Dev. Mgr.

DEPARTMENT: Housing & Economic
Development

PHONE: 619.336.4391

APPROVED BY: 

EXPLANATION:

See Attachment No. 1.

FINANCIAL STATEMENT:

APPROVED: _____ **Finance**

ACCOUNT NO. n/a

APPROVED: _____ **MIS**

There is not direct financial impact to the City for declaring a Shelter Crisis. If any HEAP funds are awarded, staff will return to City Council at such time with a recommendation to accept and appropriate the funds.

ENVIRONMENTAL REVIEW:

The activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines because it will not result in a physical change in the environment; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines, the activity is not subject to CEQA.

ORDINANCE: **INTRODUCTION:** ☐ **FINAL ADOPTION:** ☐

STAFF RECOMMENDATION:

Adopt the Resolution

BOARD / COMMISSION RECOMMENDATION:

n/a

ATTACHMENTS:

1. Background
2. Resolution

Staff Report

Agenda Item:

Resolution of the City of National City of the City of National City declaring a Shelter Crisis, within the meeting of government code Section 8698, et seq; authorizing the City Manager to Homeless Emergency Aid Program (HEAP) funds to address said Shelter Crisis as provided for in SB 850 and the 2018-19 budget act; and related actions.

Background:

The 2018 Regional Task Force on the Homeless Point-In-Time Count, conducted on January 26, 2018, identified a total of 294 homeless people within National City's city limits, equating to approximately 3.2% of the entire homeless population in the San Diego region. Of the 294 identified, 267 were unsheltered within the City, living on City streets, shelter and the need for additional housing accommodations, a declaration of a shelter crisis, within the meaning of Government Code section 8698.2, may allow the City of National City and those service providers operating within National City to access funding provided under the State of California Homeless Emergency Aid Program (HEAP) as part of SB 850 and the 2018-19 Budget Act.

The State of California has recognized the urgent and immediate need for funding at the local level to combat homelessness and has provided funding to local governments under the Homeless Emergency Aid Program ("HEAP") as part of SB 850 and the 2018-19 Budget Act. Under this one-time flexible funding source, an estimated \$18.8 million will be made available to the San Diego Regional Continuum of Care Council ("CoC"), which includes the City of National City.

To provide immediate emergency assistance to persons experiencing homelessness, HEAP funds may be used for the following activities:

- Homelessness prevention activities,
- Criminal justice diversion programs for the homeless with mental health needs
- Establishing or expanding services that meet the needs of homeless youth or youth at risk of homelessness
- Emergency aid.

HEAP funds will be made available directly to the City of San Diego, as a large city with a population over 330,000, and the CoC, representing all other jurisdictions within San Diego County. The City of National City and those service providers operating within National City would then apply to the CoC for HEAP funds. The first round of funding is

expected to be released by September 3, 2018 and a second round is planned for release on February 15, 2019.

For the City of National City or any other service provider operating within National City (e.g. Alpha Project) to apply for HEAP funding, a declaration of a shelter crisis ("Shelter Crisis") pursuant to Government Code section 8698 et seq. must be adopted by the governing body of the jurisdiction within the CoC. Declaration of such Shelter Crisis under [Government Code section 8698 et seq.](#) means that a significant number of residents are without housing and that the situation represents a health and safety concern to the community.

While such declaration of a Shelter Crisis makes available potential funding sources such as HEAP, declaration of such a crisis under [California Government Code Section 8698](#) has impacts beyond funding. Upon declaration of a Shelter Crisis, the City may allow homeless persons to occupy "designated public facilities" during the state of emergency. In addition, [California Government Code Section 8698.1\(b\)](#) requires the suspension of any state or local regulatory statute, regulation or ordinance prescribing standards of housing, health or safety (with regard to specified "public facilities") to the extent that strict compliance with these standards would prevent, hinder or delay the mitigation of the effects of a shelter crisis. These provisions are applicable only to those additional public facilities open to the homeless. In place of such suspended standards, the City may adopt minimum health and safety standards to erect shelters and housing quickly yet ensuring basic levels of public health and safety conditions.

Fiscal Impact:

There will be no current fiscal year impact, since this Council action pertains to a declaration of a shelter crisis and does not require any allocation of funding by the City of National City to address such crisis. Declaration of such crisis is required to apply for other available funding sources (e.g. HEAP). If any HEAP funds are awarded, staff will return to City Council at such time with a recommendation to accept and appropriate the funds.

RESOLUTION NO. 2018-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
NATIONAL CITY DECLARING A SHELTER CRISIS, WITHIN
THE MEANING OF GOVERNMENT CODE SECTION 8698,
ET SEQ; AUTHORIZING THE CITY MANAGER TO SEEK
HOMELESS EMERGENCY AID PROGRAM (HEAP) FUNDS
TO ADDRESS SAID SHELTER CRISIS AS PROVIDED FOR
IN SB 850 AND THE 2018-19 BUDGET ACT; AND RELATED
ACTIONS

WHEREAS, California's Governor Edmund G. Brown, Jr. and the members of the California Legislature ("Legislature") have recognized the urgent and immediate need for funding at the local level to combat homelessness; and

WHEREAS, the Governor and the Legislature have provided funding to local governments under the Homeless Emergency Aid Program as part of SB 850 and the 2018-19 Budget Act (Chapter 48, Statutes of 2018); and

WHEREAS, the Governor and Legislature require jurisdictions seeking an allocation through the Homeless Emergency Aid Program to declare a shelter crisis ("Shelter Crisis") pursuant to Government Code §8698.2; and

WHEREAS, the City of National City (the "City") has undertaken multiple efforts at the local level to combat homelessness; and

WHEREAS, the City finds that 294 persons within City of National City are homeless and living without shelter; and

WHEREAS, the 2018 Regional Task Force on the Homeless Point-In-Time Count, conducted on January 26, 2018, identified a total of 294 homeless persons within the City, equating to approximately 3.2% of the entire homeless population in the San Diego region; and

WHEREAS, 267 of the people counted were unsheltered within the City, living on City streets, in canyons, riverbeds, parks, or in vehicles; and

WHEREAS, the City finds that the number of homeless is significant, and these persons are without the ability to obtain shelter and at risk of injury and harm due to exposure to the elements and other health, safety and welfare-related circumstances and consequences associated with living outside; and

WHEREAS, the impact of homeless overnight lodging in City parks and on public sidewalks, parking lots, canyons and riverbeds has an effect on physical environmental resources, as well as on the use and enjoyment of public spaces for their intended purposes by the public at-large; and

WHEREAS, such homeless overnight lodging in public spaces also has an adverse effect on the health and safety of the people in the City, including the homeless population; and

WHEREAS, the City Council affirms the City of National City's commitment to combatting homelessness and creating or augmenting a continuum of shelter and service options for those living without shelter in our communities.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of National City, that a Shelter Crisis pursuant to Government Code §8698.2 exists in National City because the substantial unsheltered homeless population in the City is at risk of injury and harm due to exposure to the elements and other health, safety and welfare-related circumstances and consequences associated with living outside and because the impact of homeless overnight lodging in City parks and on public sidewalks, parking lots, canyons and riverbeds has an effect on physical environmental resources, as well as on the use and enjoyment of public spaces for their intended purposes by the public at-large, and such homeless overnight lodging in public spaces also has an adverse effect on the health and safety of the people in the City; and,

BE IT FURTHER RESOLVED by the City Council of the City of National City that it does hereby authorize the City of National City's participation in the Homeless Emergency Aid Program (HEAP) as part of SB 850 and the 2018-19 Budget Act (Chapter 48, Statutes of 2018), directs the City Manager, or his designee, to prepare all necessary documents and any actions, as required for the City's participation in the HEAP, and authorizing the City Manager, or his designee, to execute any HEAP application, agreement and all associated documents, and other actions necessary for the City's participation; and

BE IT FURTHER RESOLVED by the City Council of the City of National City that the declaration of a Shelter Crisis implements the provisions of Government Code section 8698.1(b) which provides that for the term of the Shelter Crisis, "the provisions of any state or local regulatory statute, regulation, or ordinance prescribing standards for housing, health, or safety [with regard to specified "public facilities"] shall be suspended to the extent that strict compliance would in any way prevent, hinder, or delay the mitigation of the effects of the shelter crisis." The City Council authorizes the City Manager, pursuant to Government Code section 8698.1(b), at the City Manager's discretion and with City Council approval, to establish and apply interim health and safety provisions and land use controls (collectively referred to "health and safety standards") to impacted public facilities to ensure minimal public health and safety; and

BE IT FURTHER RESOLVED by the City Council of National City that this Resolution shall remain in place until September 27, 2019.

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City amending City Council Policy #901, to clarify procedures for the disposition of surplus real property and for the sale, lease, and rental of City-owned real property. (Housing & Economic Development)
Please scroll down to view the backup material.

CITY OF NATIONAL CITY, CALIFORNIA COUNCIL AGENDA STATEMENT

MEETING DATE: October 16, 2018

AGENDA ITEM NO.

ITEM TITLE:

Resolution of the City Council of the City of National City amending City Council Policy #901, to clarify procedures for the disposition of surplus real property and for the sale, lease, and rental of City-owned real property.

PREPARED BY: Carlos Aguirre, Housing &
Economic Dev. Manager

DEPARTMENT: Housing & Economic
Development

PHONE: 619 336-4391

APPROVED BY: 

EXPLANATION:

The City of National City is owner of substantial real property which is used for various municipal purposes. As public service needs change, the requirements for these properties may be revised and, on occasion, certain parcels may be in excess of the City's current need. This requires that each individual site be reviewed in terms of its potential for future public use, as well as its potential economic benefit to the City. It is the purpose of this policy 1) to establish a procedure by which unused and marginally used City-owned real estate is reviewed for its potential public use, and for designating unneeded parcels for lease or sale; 2) to provide methodology for the sale or exchange of City-owned real estate and 3) to establish policies for the leasing and rental of City-owned real property.

FINANCIAL STATEMENT:

ACCOUNT NO.

N/A

APPROVED:  **Finance**

APPROVED: _____ **MIS**

ENVIRONMENTAL REVIEW:

The amendment to the Policy is not considered a project as defined by the California Environmental Quality Act (CEQA), and is therefore not subject to CEQA.

ORDINANCE: **INTRODUCTION:** ☐ **FINAL ADOPTION:** ☐

STAFF RECOMMENDATION:

Adopt the resolution.

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

1. Current Policy 901
2. Proposed Policy 901
3. Resolution

CITY COUNCIL POLICY CITY OF NATIONAL CITY

TITLE: Sale of Surplus Real Property	POLICY # 901
ADOPTED: June 19, 1984	AMENDED: August 14, 1990

Purpose

To establish a policy and procedure for the sale of surplus property and use of the proceeds from that sale.

Policy

The following steps are to be followed to sale City-owned pieces of property:

1. Obtain other City Departments' comments for the sale of the property.
2. Secure preliminary title reports for the property.
3. Prepare plats and legal descriptions for the property.
4. Request the City Council (Real Estate committee) to declare the property surplus and direct the staff to sell it.
5. If applicable, send a written offer to sell or lease the property to the other government agencies (Government Code Section 54222).
6. Order a letter of appraisal for the property from a licensed appraiser.
7. Order CLTA title insurance policy for the property to be sold.
8. Prepare the advertising and bid packages for the marketable properties, and request the City Council's approval to proceed with the advertisement of the marketable properties.
9. Advertise the sale of marketable properties.
10. Prepare a final report to the City Council providing information on the results of the bid opening or the negotiations.
11. Obtain approval from the City Council to enter into an escrow to sell the property. Unless otherwise specified in the offer, or in the bid package, the City will open a normal escrow where the City will pay for the cost of the title insurance, and one-half of the escrow fee.

TITLE: Sale of Surplus Real Property	POLICY # 901
ADOPTED: June 19, 1984	AMENDED: August 14, 1990

The proceeds from the sale will be spent on beautification or improvement projects throughout the City.

Related Policy References

None

ORIGINAL

CITY COUNCIL POLICY

CITY OF NATIONAL CITY

TITLE: Management of Real Property (Sale, Lease, Rental, Surplus)	POLICY # 901
ADOPTED: June 19, 1984	AMENDED: November 7, 2017

Background:

The City of National City is owner of substantial real property which is used for various municipal purposes. As public service needs change, the requirements for these properties may be revised and, on occasion, certain parcels may be in excess of the City's current need. This requires that each individual site be reviewed in terms of its potential for future public use, as well as its potential economic benefit to the City.

The proceeds from the sale and lease of City-owned lands and the revenues generated from leases are normally utilized for General Fund purposes unless the property sold or leased belonged to a restricted program.

Purpose:

It is the purpose of this policy 1) to establish a procedure by which unused and marginally used City-owned real estate is reviewed for its potential public use, and for designating unneeded parcels for lease or sale; 2) to provide methodology for the sale or exchange of City-owned real estate and 3) to establish policies for the leasing of City-owned real property.

Policy:

It is the City's policy to manage its real estate assets so that municipal needs which rely on these assets may be properly implemented. It is not the City's policy to speculate in real estate. The City Council will review City-owned real estate not used for municipal purposes and determine the appropriate use of the property. Those properties not needed for either City or public use within the foreseeable future, may be made available for lease or sale.

The City shall optimize the sale price or lease rent from City-owned real estate based on relevant factors, including 1) an appraisal reflecting current market value when either a transaction or authorization to sell or lease is presented to the City Council, 2) prevailing economic conditions and market trends, and 3) any special benefits to accrue from the sale or lease.

The City shall seek market value for its properties. Discounts will not be negotiated unless an extraordinary need or circumstance is recognized by Council Resolution setting forth the amount of the discount from appraised value and the public purpose served in justification of the discount.

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ADOPTED: June 19, 1984	AMENDED: November 7, 2017

City staff under the direction of City Manager shall prepare and present to the City Council a comprehensive Property Management Plan with periodic reviews as needed, and updates to the City Council. The Property Management Plan shall include an overall review of the City's real estate portfolio (or inventory), an operating plan for corporate property, a disposition plan for surplus property, market research to support anticipated transactions and a request for authority to act within defined parameters (as described in this policy).

The major elements of the property management plan are to include:

- Property evaluation and characterization of real estate assets
- Strategy for City occupied real estate
- Investment Portfolio Plan (leases to for-profit tenants)
- Review of Not-for-profit leases
- Disposition Plan for surplus assets
- Business Case development review to support proposed transactions
- Legal document development and review

Procedure for sale of City owned Real Estate:

A. Real Estate Review

As part of an overall property management plan for the City's real estate assets, staff will review the City's property inventory to determine which properties are no longer needed for public facilities or to support the elements of the General Plan and whose disposition will provide a greater public benefit.

A City-owned property may become available for sale if:

- The property is not currently used by the City or does not support a municipal function.
- The property is vacant and has no foreseeable use by the City.
- The property is a non-performing or under-performing asset and greater value can be generated by its sale.
- Significant economic development opportunities can be generated by selling the property.

Factors to be considered in determining whether a property should be sold include:

- Will the City be relieved of potential liabilities and/or cost of maintaining property that does not generate income or provide public benefit?
- Property tax increment that will be created by returning the properties to the tax rolls.

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ADOPTED: June 19, 1984	AMENDED: November 7, 2017

- Stimulation of the economy by providing opportunities for private sector investment.
- Generation of revenue.
- The sale of the property will generate greater economic value than a ground lease, if a ground lease is a feasible option.

B. Governmental Clearance Process

Government Code Section 54222 requires that a local agency proposing to dispose of surplus property must first notify all governmental agencies operating within the City as to the availability of the property. The agencies are given 60 days to respond with an intent to acquire, if not, the property may be deemed cleared for public sale.

Regarding the list of properties for sale:

- Governmental agencies are regularly contacted as the surplus list is updated.
- City departments are individually contacted as the surplus list is updated.
- Council members are given a preliminary review and opportunity to comment on foreseeable uses for the property.

C. Approval Process

- City-owned properties that have been identified by the City Manager as candidates for sale will be presented to the City Council for approval to be sold. If a property is of a type and location that would make a ground lease feasible, an economic analysis of the benefits of lease vs. sale will be conducted.
- If City Council determines that the property may be sold, it shall authorize City Manager to sell the property for a price equal to or greater than a minimum price established by a current (less than six months old) appraisal. The authorization to sell the property will be valid for twelve months from the date of City Council action.
- The City Manager or designee may enter into purchase and sale agreements, close escrows and execute and deliver grant deeds to the purchasers of the properties at prices equal to or greater than the minimum price approved by City Council on terms and conditions deemed reasonable, and in the City's best interests.
- City Manager or designee will provide a report to the City Council, regarding the price, terms, and conditions of all transactions.
- Properties that cannot be sold at a price equal to or greater than the minimum price approved by Council will be returned to Council for further consideration prior to disposition. Council approval will be required to sell a property at a price less than the minimum price previously approved by the City Council.

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D. Method of Sale

Properties may be sold by any method allowed by City Council Policy. This includes direct negotiation, request for proposal, listing with a broker, sealed bid, auction or other appropriate method as determined by the City Council. Possible method of sale for all properties will be included in the enabling resolution authorizing their sales.

E. Marketing

Properties offered for sale shall receive the widest possible exposure to the open market place. This may be accomplished through direct marketing techniques, such as requests for proposals (RFPs), advertising, exposure through the real estate media, posting the property on the multiple listing service or any other appropriate method. When appropriate, properties may be listed for sale with qualified real estate brokers. The authorization to utilize the services of a real estate broker will be contained in the enabling resolution.

F. Real Estate Brokers

Real estate brokers may be used to represent the City in the sale of its properties. Brokers will be selected for individual assignments through Requests for Proposals (RFP) or Requests for Qualifications (RFQ) and a subsequent bid or other methods that result in the City receiving the services of a qualified broker at the best value to the City. The maximum approved commission rate will be contained in the enabling resolution for the property's sale. If the property is listed with a broker, the City reserves the right to exclude from the listing agreement potential buyers whose interest in purchasing a subject property has been made a part of the record prior to the execution of such agreement.

G. Exclusively Negotiated Sales

It will be the City's policy to insure the highest price for its real estate by pursuing open market transactions. However, on certain occasions, an exclusively negotiated sale may be justified as applicable and may be approved under one of the following conditions:

1. When a parcel is landlocked.
2. When the sale is to a contiguous owner.
3. When a fee interest in a pipeline or other right-of-way is no longer required, it may be sold to a contiguous owner. A restrictive pipeline easement of adequate width or other required easements will be reserved from said sale.
4. When other governmental, public and quasi-public agencies submit acquisition proposals a sale may be consummated. These agencies shall include but not be limited to: Federal, State, and County agencies; school districts, special districts, and regulated utility companies.

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5. When qualified non-profit institutional organizations offer to purchase City-owned land, a negotiated sale may be consummated at fair market value providing there is: 1) a development commitment, and 2) a right to repurchase or a reversion upon a condition subsequent. Institutional organizations such as places of public assembly, hospitals, extended care facilities, private schools and community service organizations are required to develop under the City's conditional use permit procedure.
6. When a property has been offered by public auction and no acceptable bids were received, it may be sold on a negotiated basis to any applicant submitting an acceptable offer within six months following the date of auction.
7. Real property exchanges may be consummated by direct negotiation. However, exchanges will be considered only with other governmental agencies or when there is an advantage to the City.

H. Rezoning

Prior to completion of the sales transaction, City land shall be considered for rezoning in accordance with the General Plan, existing community plans or other City Council direction if a higher sale price will result. Also, all unnecessary easements affecting title to the property shall be removed if this will result in a commensurate increase in value.

I. Easements

The City will receive current fair market value for the removal of restrictive easements or access rights previously paid for by the City or other governmental agency or reserved in a sale of City property.

J. Priority Handling

Since time is of essence in land transactions, all such actions by the City Council and staff shall be given the highest priority and special handling.

K. Public Utilities Installed by Private Entities

The applicant for the use of unimproved City land for public purposes, such as streets, sewers, and other public utilities, shall compensate the City for the fair market value of the rights to be granted by the City. The amount of compensation shall be established by appraisal.

Procedure for leasing City-owned Real Property

The City of National City has a very diverse real estate portfolio. While the policies herein are to act as the standard that governs most leases, the City acknowledges that parts of its leasing portfolio have specialized needs or restrictions. In these cases, this policy will act as a framework for a sub-policy that will govern a specific area. Should a

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conflict arise between the framework policy and the sub-policy, the sub-policy will govern.

A. Criteria for Leasing

City property shall be considered for leasing when one or more of the following criteria apply:

1. The property is not required for current municipal use, but is to be held for possible future use and can be leased as an interim measure.
2. The property can only be leased because of legal restraints. For example, property held under Tideland trust grants or as dedicated parks.
3. The City requires substantial control over development, use and reuse of the property.
4. The property has the immediate potential of a high return to the City because of its high demand and type of use, such as commercial and industrial land.
5. The property can be efficiently utilized by a provider of services needed by the City.
6. The property can be leased to promote a substantial economic development opportunity.

B. Property Management Plan

The City Council may approve the execution of lease transactions that meet the terms of the City's asset strategy for a particular property previously approved by City Council in an overall Property Management Plan. Negotiated transactions that fall outside of the parameters of an approved Property Management Plan either will be submitted individually for City Council approval, or deferred until the next periodic update and approval of the plan.

C. Lessee Selection for New Leases

Competitive offers for lease of City property shall be solicited from the open market place. This may be accomplished through a number of marketing techniques, such as Request for Proposals (RFPs), a marketing subscription system, direct advertising, use of a Multiple Listing Service (MLS), listing with a broker, posting the property and any other appropriate means.

In certain limited situations, the City may exclusively consider a single proposal for lease of City property. Potential lessees wishing to exclusively negotiate with the City must submit for City staff review a business case with sufficient justification as to how it is capable of optimizing the use of the property and return to the City, thereby negating the need for a competitive process. This information will be included when the lease transaction is presented for City Council approval.

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Leasehold proposals shall be evaluated in terms of:

1. The degree to which the proposed use is in compliance with the City's strategic plan for the property.
2. In terms of the amount of consideration offered in the form of rent.
3. In terms of the financial feasibility of the proposal.
4. The capability, expertise and experience of the potential lessee with respect to the proposed leasehold development and operation.
5. If new development is proposed, a development plan that includes a description of the development team and its qualifications.
6. The details of each person or entity that will have an interest in the proposed lease
7. Special public benefits to be derived (if any).

D. Rate of Return

The City shall obtain fair market rents for its leases commensurate with the highest and best use of the property. The fair market rent shall be based on an appraisal that complies with the definition of Market Rent found in the Uniform Standards of Professional Appraisal Practice (USPAP) published by the Appraisal Foundation. The appraisal shall be no more than six months old at the time the lease transaction is presented for City Council approval. If the cost of an appraisal is not justified by the anticipated rents, the City may choose an alternative method to establish rent. City leases shall contain terms and conditions which will sustain a fair rate of return throughout the duration of the lease.

E. Rental Terms

Rental terms may be negotiated on the basis of fixed rates (flat rent leases) or percentages of the lessee's gross income derived from business conducted on the property, with a provision for a minimum rental (percentage leases).

F. Percentage Leases

Minimum Rent

The minimum rent component for a new percentage lease shall be set at no less than eighty percent (80%) of the fair market rent as defined above. In certain cases, a portion of the minimum rent may be abated for new construction or redevelopment on the leasehold. The minimum rent shall be adjusted upward throughout the duration of the lease at intervals of not more than every five (5) years to reflect no less than eighty percent (80%) of the average annual rent actually paid or accrued during the three (3) years preceding the adjustment. In no event shall the adjusted minimum rent be less than the minimum rent in existence immediately preceding the adjustment.

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Percentage Rates

Percentage leases shall provide for adjustments of percentages rates every five (5) years to current fair market rates as established by appraisals of prevailing market percentage rates primarily within the Southern California area.

G. Flat Rate Leases

Market Rate Adjustments

Flat rate leases shall provide for upward adjustment of rent every five (5) years to current fair market rent.

Consumer Price Index Adjustments

Flat rate leases shall provide for upward adjustment of rent in the interval term between market rate adjustments by changes in the consumer price index. The index used for consumer price index adjustments will be the All Urban Consumers index for Los Angeles - Riverside - Orange County, California with a base year of 1982-84. If the U.S. Department of Labor indices are no longer published, another substitute index generally recognized as authoritative will be used. Flat rate leases may include pre-determined periodic increases to rent instead of consumer price index adjustments. These periodic increases would occur at least every five (5) years.

H. Rent Arbitration

Leases shall provide for binding arbitration when the City and lessee cannot agree on the new rent for a rental period under review. The City and lessee shall each select a professional independent real estate appraiser who in turn will select a third independent real estate appraiser to determine the fair market rent. If the two selected appraisers fail to mutually select a third appraiser, then the third appraiser will be appointed in accordance with the rules of the American Arbitration Association. The City and lessee shall pay the cost of its own selected appraiser and equally share the cost of the third appraiser.

I. Appraisal Assumptions

City leases shall include a definition of the fair market value to be used to adjust rent and an identification of the premise for that value. In establishing the fair market value of leased property, any appraisal shall consider the property as a fee simple absolute estate and as vacant and available for lease or sale for the authorized purposes of the lease at the commencement of the rental period under review. Rates established for purposes of periodic percentage rental adjustments shall not consider any abatement as may be appropriate in a "new" development of vacant land. It shall also be assumed that all

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required regulatory approvals to permit the use authorized in the lease have been obtained.

J. Lease Term

Short-Term Lease

The City Manager, at all times, shall have power, without advertising, notice, or competitive bidding, and upon such terms as the City Council may deem proper, to lease any City property for a term of three (3) years or less (short-term lease). The City Council will be notified of a short-term lease not later than fifteen (15) days following its execution. A short-term lease may not be renewed without approval of the City Council. The City Manager, or designee may also execute rental agreements covering up to eighteen (18) months for tenant occupancy of City-owned residential housing.

Long-Term Lease

A lease in excess of three (3) years requires a resolution passed by a majority vote of all members of the City Council. The length of lease term shall be based on the level of capital improvements to be made by the lessee and the economic life expectancy of the development. These factors can be determined utilizing cost estimating and economic life expectancy resources such as tables provided by Marshall Valuation Service. The City may consider other relevant information in determining if a longer lease term is warranted, such as if the proposed leasehold development is expected to generate above average returns to the City or significantly improve the quality of the property. A lease shall not exceed 55 years unless the conditions set forth in Government Code section 37380(b) are met,

K. Lease Amendments

Amendments to long-term leases require City Council approval. The City's agreement to an amendment may be contingent upon updating sections of the lease to incorporate current City standard lease provisions and an adjustment to fair market rent.

L. Subleases

A lessee may sublease all or part of the leased property to a qualified sub-lessee subject to approval by the City. No sublease shall be approved which would be detrimental to the City's rights under the master lease or for a use that is not consistent with uses allowed by the master lease. The City Manager may authorize subleases which meet these conditions and which do not require amendment of the master lease. Unless special circumstances

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exist. Leases shall provide for the City to receive a minimum of fifty percent (50%) of the incremental gross rental revenues due to the lessee from subleases.

M. Leasehold Financing

The City will not subordinate its fee interest to encumbrances placed against any leasehold by a lessee. The City Council may approve appropriate financial encumbrances of the leasehold interest, which provide that all loan proceeds are used for authorized improvement of the property until the leasehold is fully developed in accordance with the lease. City staff shall take appropriate steps to review the proposed financing and insure that loan proceeds go into the leasehold. Maximum loan proceeds shall not be in excess of seventy-five percent (75%) loan-to-value, where "value" refers to the leasehold improvements, as determined by a lender's appraisal which has been reviewed and approved by City staff. The loan term shall not exceed the term of the lease.

Loans or refinancing in the form of encumbrances against the lease for the purpose of reducing equity or financing the sale of leasehold interest will not be allowed until the property is fully developed for uses authorized in the lease. After the property is developed, such financing may be permitted so long as there is also substantial benefit to be gained by the City. This may take the form of either a percentage share of the loan proceeds or an upward adjustment to the rent. Either of which shall be based on commercially reasonable comparables found in the market.

N. Leasehold Improvements

Leasehold improvements installed by lessees shall be removed at the lease termination without cost to the City, or will revert to the City, at the City's option. All leasehold improvements and alterations require prior written approval of the City Council.

O. Maintenance and Utilities Responsibility

City leases shall require the lessee to maintain all improvements on the property at its own expense and be responsible for the cost of all utilities. Leases for multi-tenanted space shall include specific requirements delineating appropriate responsibilities.

P. Lease Audits

All percentage leases shall be audited by the City's Finance Department in the first year of operation to establish proper reporting procedures and at least once every three (3) years thereafter. More frequent audits may be made if appropriate. The City shall reserve the right to audit all other leases and agreements subject to this Council Policy, if determined to be warranted by the City's Finance Department.

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Q. Leasehold Assignments

Requests for assignment of leasehold interest shall be evaluated on the same basis as the criteria used in evaluating a leasehold proposal. The City Manager may authorize assignments which do not require amendment of the master lease. Consent may be contingent on the payment of additional consideration to the City, either as a percentage share of the purchase price of the leasehold interest or an upward adjustment to the rent. Either of which shall be based on commercially reasonable comparables found in the market. If new financing is involved in the sale, the requirements of 'Leasehold Financing' shall apply.

R. Lease Extensions & Renewals

Requests from existing lessees for lease extensions or renewals may be considered if such proposals promote capital investment and redevelopment of City property. Whenever an existing lessee is seeking renewal of an expiring long-term lease that is not contemplated in a previously approved property management plan, the City Manager will bring the issue before the applicable City Council Committee with an appropriate recommendation. In addition to the criteria used to assess new lease proposals, City staff also will review the lessee's history with respect to: maintenance of the property; compliance with existing lease terms; prompt rent payments; and a rental return consistent with maximizing the property's full potential.

The lessee must propose capital investment that: will increase the value or the useful life of the leasehold improvements by an amount more than can be reasonably amortized over the remaining lease term; is not recurring in nature; and is at least ten percent (10%) or more of the value of the existing improvements. It specifically should exclude expenditures to correct deferred maintenance and expenditures for repairs to keep the existing improvements in good condition. The length of any extended lease term shall be calculated by the same method used for calculating the length of new leases.

S. City's Interest in Leasehold Improvements

City lease agreements provide the City the right to assume ownership of the leasehold improvements at the end of the lease. The value of the City's interest in the leasehold improvements can be appraised using widely accepted appraisal methods. In the event the City grants a lessee a lease extension, the City shall be compensated by an amount equal to the change in present value attributable to the deferral of its interest in the leasehold improvements. This amount either can be paid as an upfront payment at the beginning of the extended term or amortized over time with appropriate interest applied. The City shall offset from the value of its interest in the leasehold improvements any increased economic benefit derived from an extended lease. The City shall not receive any

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compensation for its interest in the leasehold improvements on leases extended prior to the last twenty percent (20%) of the existing term.

T. Leasing to Non- Profit Organizations

It shall be the policy of the City Council to allow direct negotiation with nonprofit organizations for the use of City-owned lands for the purpose of providing the community with cultural, recreational, educational enrichment, and other public services to the citizens and visitors of National City. Relative to this policy the following will apply:

1. Available City property shall be leased at fair market value to nonprofit organizations when it is deemed by Council that appropriate public benefit will be derived.
2. The only discount in the land rental rate which will be considered is that which will be a direct offset to City expenditures. An example would be where the nonprofit organization is constructing and operating a facility to provide a service that would otherwise be a recognized obligation of the City to provide.
3. Council approval of a prospective nonprofit organization's use of City-owned land shall be obtained prior to commencement of lease negotiations.
4. No lease will become effective until firm financial commitments have been obtained under an appropriate lease option arrangement.
5. Lessees will be required to construct, operate, and maintain the premises at their sole cost.
6. Lessees shall be incorporated nonprofit organizations under the laws of the State of California.
7. Development on parklands shall be in conformance with City park development plans, and construction shall comply with City park design criteria.
8. Lessees shall provide desired services and facilities to the general public without discrimination as to race, color, creed, sex, age, or national origin.
9. When leases permit revenue producing activities, some measure of rental compensation shall be paid to the City. However, this provision will not apply to occasional fund raising events provided the funds are used exclusively for the specified purpose(s) of the lease.
10. Properties with significant potential for commercial, industrial, or scientific research uses shall not be available for nonprofit use.
11. Subleases will be considered on their individual merits by the City and consistency with conditions placed upon the City. Fees generated from subleasing will belong to the City and be deposited with the City upon receipt by the Agency.

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U. Security Deposits

The standard security deposit for a new lease agreement shall be equivalent to three (3) month's rent. The security deposit may take the form of cash, an instrument of credit or a faithful performance bond. For a lessee making a substantial investment in improvements, the security deposit will be refunded upon completion of the improvements.

V.. Transaction Processing Fees

The City may charge a transaction processing fee in accordance with the Schedule of Fees. The fee may be waived for transactions that provide benefit to the City.

Related Policy References

Government Codes: 37350 and 37380

Government Codes: 54200-54232, 54235-54237

Prior Policy Amendments

August 14, 1990

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City adopting City Council Policy #904, providing a policy and procedures for the subordination of homebuyer assistance and owner occupied housing rehabilitation loans. (Housing & Economic Development)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2016

AGENDA ITEM NO.

ITEM TITLE:

Resolution of the City Council of the City of National City adopting City Council Policy #904, providing a policy and procedures for the subordination of homebuyer assistance and owner occupied housing rehabilitation loans.

PREPARED BY: Carlos Aguirre, Housing &
Economic Dev. Manager

DEPARTMENT: Housing & Economic
Development

PHONE: 619 336-4391

APPROVED BY: 

EXPLANATION:

The City of National City and Community Development Commission-Housing Authority of the City of National City collectively holds a portfolio of mortgages on real property that have assisted qualified buyers with the purchase of first home or existing homeowners to rehabilitate the property they occupy. From time to time, borrowers may desire to refinance their first mortgage to reduce the interest rate and lower their monthly housing payment. Typically a lender will require that the City subordinate the assistance loan to the new loan secured by the subject property. This Subordination Policy ("Policy") is intended to standardize the manner in which subordination requests are submitted and approved by the City. The Policy also delegates the review and approval of subordination agreements for single-family housing assistance loans to City staff and provides for annual reporting of the subordinations made to the City Council.

FINANCIAL STATEMENT:

APPROVED:  Finance

ACCOUNT NO.

APPROVED: MIS

The City will charge a fee of \$344.00 as included in the currently adopted City fee schedule.

ENVIRONMENTAL REVIEW:

The adoption of the Policy is not considered a project as defined by the California Environmental Quality Act (CEQA), and is therefore not subject to CEQA.

ORDINANCE: INTRODUCTION: ☐ FINAL ADOPTION: ☐

STAFF RECOMMENDATION:

Adopt the resolution.

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

1. Draft Policy 904
2. Resolution

CITY COUNCIL POLICY

CITY OF NATIONAL CITY

TITLE: Housing Loan Subordination Policy (Homebuyer and Single-Family Rehabilitation Assistance Loans)	POLICY # 904
---	---------------------

ADOPTED: October 16, 2018	AMENDED:
----------------------------------	-----------------

Background:

The City of National City and Community Development Commission-Housing Authority of the City of National City collectively holds a portfolio of mortgages on real property that have assisted qualified buyers with the purchase of first home or existing homeowners to rehabilitate the property they occupy. From time to time, borrowers may desire to refinance their first mortgage to reduce the interest rate and lower their monthly housing payment. Typically a lender will require that the City subordinate the assistance loan to the new loan secured by the subject property. This Subordination Policy ("Policy") is intended to standardize the manner in which subordination requests are submitted and approved by the City. The Policy also delegates the review and approval of subordination agreements for single-family housing assistance loans to City staff and provides for annual reporting of the subordinations made to the City Council.

Purpose:

This Subordination Policy ("Policy") is intended to standardize the manner in which subordination requests are submitted and approved by the City. The Policy delegates the review and approval of subordination agreements for single-family housing assistance loans to City staff.

Policy:

- A. Subordination of the City of National City's loan in favor of a new loan in the amount of the current balance of the original senior loan plus reasonable costs of refinancing is acceptable as long as the purpose of the refinance is to lessen the borrower's monthly financial obligations (debt service) for housing costs, to reduce both the term and interest rate of a loan when the new total payment (principal, interest, taxes, insurance, and homeowner's association fees) does not exceed 35% of the borrowers total gross monthly income, or when a senior lien becomes due and payable.
- B. No subordination will be approved which provides cash or equity being taken from the property (unless the cash is being used to pay reasonable closing costs or to remediate code violations at the property).
- C. The City of National City's loan must be recorded in the same position as when it was originally recorded.

- D. City staff will review the new loan application and underwriter's summary, estimated buyer's settlement charges and title report to verify compliance with these criteria prior to execution of a subordination document by City.
- E. City staff will submit their review and recommendation to the Housing and Economic Development Director for final approval or denial of the subordination request.
- F. Staff will prepare an annual report to the City Council, City Manager, and Director of Finance that provides information on new mortgage principal balance, rate, and term that the City assistance loan subordinated to.

Procedure:

The new lender will forward a request to the Housing and Economic Development Division that will include the following:

- A written request from the lender for a rate and term refinance with the borrower's authorization to release information form.
- A letter signed by the borrower explaining the purpose of the refinance.
- Copy of all pages of the loan application (1003) signed by the borrower.
- Copy of the Preliminary Title Report.
- Certified copy of the escrow instructions referencing the new lender, showing vesting, and the new loan amount. If no escrow is involved in the transaction, a statement from the new lender is required listing the new loan amount, exact vesting for borrower, and name of the lender **exactly** as it will appear on the loan documents.
- Copy of the Estimated HUD-1 Settlement Statement
- Pay-off statement from the existing first trust deed lien holder.
- Copy of the lender's Underwriting Transmittal Summary (1008), clearly showing the loan has been approved, the loan amount, interest rate, term of the loan, and the principal and interest payments. The new first trust deed loan must be a fixed rate loan, fully amortized over the life of the loan.

A non-refundable subordination fee will be charged for every subordination agreement processed. The lender must include a check made payable to the City of National City for \$344.00 per the subordination agreement. The fee may be subject to change from time to time. Payment of the fee must be included with the submission of the subordination package.

Upon receipt of a complete package, staff will present the request for subordination to Director of Housing and Economic Development for consideration. If approved, the lender will be notified of any contingencies. The City will draft the subordination agreement(s) based on the information provided by the lender or escrow company.

DRAFT

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City authorizing the City Manager to make determinations under Government Code Section 21173 and to certify such determinations to the CalPERS Public Retirement System. (Human Resources)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.

ITEM TITLE:

Resolution of the City Council of the City of National City authorizing the City Manager to make determinations under Government Code Section 21173 and to certify such determinations to the CalPERS Public Retirement System

PREPARED BY: Irene Mosley, Interim Human Resources Director

DEPARTMENT: Human Resources

PHONE: 336-4309

APPROVED BY: 

EXPLANATION:

CalPERS has required the City to update Resolution 11314, dated and adopted in February 1974 to include updated CalPERS resolution language. In addition, CalPERS requires a count of the Yes and No votes of the City Council.

The updated resolution incorporates the updated Government Code sections and required CalPERS resolution language

FINANCIAL STATEMENT:

APPROVED: _____ **Finance**

ACCOUNT NO.

APPROVED: _____ **MIS**

ENVIRONMENTAL REVIEW:

This is not a project and is therefore not subject to environmental review.

ORDINANCE: **INTRODUCTION:** ☐ **FINAL ADOPTION:** ☐

STAFF RECOMMENDATION:

Recommend Resolution Approval.

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

Resolution

The following page(s) contain the backup material for Agenda Item: Resolution of the City Council of the City of National City to initiate the designation of historic properties as recommended by the National City Historical Society and based on historic properties surveys. (Planning)

Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.:

ITEM TITLE:

Resolution to initiate the designation of historic properties as recommended by the National City Historical Society and based on historic properties surveys.

PREPARED BY: Raymond Pe, Acting Planning Director
PHONE: 619-336-4421

DEPARTMENT: Planning

APPROVED BY: _____
Brad Raulston, Deputy City Manager

EXPLANATION:

Municipal Code Section 18.12.160 Historic Properties provides for the preservation of historic resources by establishing a list of designated historic properties. There are currently 32 properties on the list, including four on the National Register of Historic Places. Designation may be initiated by resolution of the City Council or by application of the property owner. On May 15, 2018, the City Council directed staff to update previous historic properties surveys and to contact owners of properties that should be considered for designation. An informational meeting was held for those property owners on August 14, 2018.

The City's surveys were updated under consultation with the National City Historical Society, which conducted an extensive review of the surveyed properties in addition to other properties not included in the surveys. Initially, 73 properties with the highest ranking on the most recent survey were considered. After subsequent review by the Historical Society, only 32 of those were deemed appropriate for designation and are included in the proposed resolution. However, the Historical Society has identified additional properties that they recommend be considered for designation. If directed, staff would contact these property owners and prepare a subsequent resolution to initiate for City Council consideration.

FINANCIAL STATEMENT:

ACCOUNT NO.

APPROVED: _____ **FINANCE**

APPROVED: _____ **MIS**

ENVIRONMENTAL REVIEW:

This action is not subject to the California Environmental Quality Act since it is not a project as defined in the California Code of Regulations Section 15378.

ORDINANCE: **INTRODUCTION** ☐ **FINAL ADOPTION** ☐

STAFF RECOMMENDATION:

1. Adopt the Resolution.
2. Direct staff to prepare a resolution to initiate the historical designation of additional properties identified by the National City Historical Society.

BOARD / COMMISSION RECOMMENDATION:

Not Applicable

ATTACHMENTS:

1. Land Use Code Section 18.12.160 Historic Properties.
2. Historic Properties List (04/17/2018).
3. Resolution.

18.12.160 HISTORIC PROPERTIES

A. Intent and Purpose

It is the intent and purpose of this Section to protect, preserve and, where damaged, restore National City's historic resources by:

1. Establishing a procedure whereby properties of historical significance are identified and appropriate notice is provided in the event demolition, significant alteration, or conversion is proposed.
2. Protecting the educational, cultural, economic, and general welfare of the public, while employing regulations that are consistent with sound historical preservation principles and the rights of private property owners.

B. Designation of Historic Properties

1. A list of historic properties shall be maintained and periodically updated.
2. Changes to the historic properties list may be initiated by resolution of the City Council or on the verified application of the owner(s) of the property to be designated or their authorized agents.
3. Any application or resolution that proposes changes to the historic properties list shall be accompanied by an evaluation of the historic character of the property and shall be reviewed by the Planning Division.
4. The Planning Division, after reviewing such application for completeness, shall notify the Historical Society of the proposed changes to the historic properties list. Any comments or recommendations provided by the Historical Society must be received within 20 days of the notice of proposed changes.
6. Once the Planning Division has completed review of the application and considered any comments or recommendations from the Historical Society, it shall prepare a report and recommendation to the Planning Commission.
7. The Planning Commission shall hold a public hearing on the proposal and shall provide a recommendation to the City Council.
8. The City Council shall hold a public hearing and may approve, modify and approve, or deny the proposed changes to the historic properties list.

C. Review of Ministerial Permits

1. The Building Official or designee shall review each request for a non-discretionary building or demolition permit to determine if it involves any structure identified on the list of historic properties. If a property proposed for demolition or significant alteration or conversion is determined to be on the historic properties list, the Building Official or designee shall withhold issuance of the permit for a period of 30 days.
2. The Building Official shall immediately notify the Planning Division and the City Council of the pending permit.
3. Within five days, the Planning Division shall provide notice to the Historical Society of the pending permit and may request comments and recommendations. Any comments or recommendations provided by the Historical Society must be received within 20 days of the notice of pending permit.
4. Once the Planning Division has reviewed the permit application and considered any comments or recommendations from the Historical Society, it shall provide a recommendation to the City Council. The recommendation may include approval of the permit, no recommendation, recommendation that the permit be denied, or a request for additional time to evaluate the permit.
5. The City Council, at its sole discretion, may approve the permit, deny the permit if a finding is made that such permit may result in an adverse effect on the public welfare, or withhold the issuance of the permit until such time as all alternative measures are thoroughly evaluated.

D. Review of Discretionary Permits

All discretionary permits involving a historic resource shall be reviewed in compliance with the California Environmental Quality Act.

**City of National City
Historic Properties List
04/17/2018**

National Register (date filed)

Brick Row	7/16/73	906-940 A Avenue, 45 E. Plaza
St. Matthew's Episcopal Church	10/25/73	521 E. 8th Street
Granger Music Hall	3/18/75	1615 E. 4th Street
Santa Fe Depot (California Southern Terminus Depot)	4/18/96	900 W. 23rd Street

Locally Designated Significant Buildings

1.	907	A Avenue	Elizur Steel/Crandall/Ennis House
2.	921	A Avenue	Frank Kimball House
3.	939	A Avenue	John Proctor House
4.	538	C Avenue	Pinney House
5.	907	D Avenue	Boyd-Vurgason House
6.	1108	D Avenue	Fred Copeland House
7.	540	E Avenue	William Burgess House
8.	305	F Avenue	Mitchell-Webster House
9.	341	F Avenue	Tyson House
10.	405	G Avenue	Doctor's House
11.	437	G Avenue	
12.	1735	J Avenue	George Beermaker House
13.	1515	L Avenue	George Kimball House
14.	2824	L Avenue	McKnight House (approved by CC 5/15/07)
15.	2525	N Avenue	Oliver Noyes House
16.	636	E. 2nd Street	John Steele House
17.	926	E. 7th Street	Barber-Ferbita House
18.	3600	E. 8th Street	Wellington Estate
19.	2202	E. 10th Street	Tower House of Moses Kimball
20.	1129	E. 16th Street	Mrs. Eimar Home
21.	539	E. 20th Street	Charles Kimball House
22.	1504	E. 22nd Street	D. K. Horton House
23.	541	E. 24th Street	Olivewood Clubhouse
24.	1430	E. 24th Street	Wallace Dickinson House
25.	1433	E. 24th Street	Dickinson Boal House
26.	1941	Highland Avenue	Floyd Home
27.	425	Shell Avenue	Josselyn House
28.	940	E. 16th Street	Frederick Hertel-Hawken House

The following page(s) contain the backup material for Agenda Item: Temporary Use Permit – Beer Without Borders, Volume 4 hosted by Machete Beer House on November 10, 2018 from 4:00 p.m. to 1:30 a.m. at Machete Beer House, 2325 Highland Avenue with no waiver of fees. (Neighborhood Services)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO. |

ITEM TITLE:

Temporary Use Permit – Beer Without Borders, Volume 4 hosted by Machete Beer House on November 10, 2018 from 4:00 p.m. to 1:30 a.m. at Machete Beer House, 2325 Highland Avenue with no waiver of fees.

PREPARED BY: Dionisia Trejo

DEPARTMENT: Neighborhood Services Department

PHONE: (619) 336-4255

APPROVED BY: 

EXPLANATION:

This is a request from a Machete Beer House to conduct the Beer Without Borders, Volume 4 event on November 10, 2018 from 4:00 p.m. to 1:30 a.m. at the Machete Beer House parking lot located at 2325 Highland Avenue. This event is a Machete style celebration of Mexican Craft Beer from breweries from the South of the border. The goal of the event is to foster bi-national business growth in the craft beer industry of National City. The event will consist of live entertainment, food and craft breweries. This event is open to the general public.

Machete Beer House will provide their own stage for this event.

NOTE: On May 15, 2018 City Council approved a similar event, sponsored by Machete Beer House.

FINANCIAL STATEMENT:

APPROVED: _____ **Finance**

ACCOUNT NO.

APPROVED: _____ **MIS**

City fee of \$237.00 for processing the TUP through the various City departments, and \$200.00 for Fire Inspection.

Total fees: \$437.00

ENVIRONMENTAL REVIEW:

N/A

ORDINANCE: **INTRODUCTION:** ☐ **FINAL ADOPTION:** ☐

STAFF RECOMMENDATION:

Approve the Application for a Temporary Use Permit subject to compliance with all conditions of approval with no waiver of fees or in accordance to City Council Policy 802.

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

Application for a Temporary Use Permit with recommended conditions of approval.



City of National City ■ Neighborhood Services Department
1243 National City Boulevard ■ National City, CA 91950
(619) 336-4364 ■ fax (619) 336-4217
www.nationalcityca.gov

Special Event Application

Type of Event

- ☒ Fair/Festival ☐ Parade/March ☐ Walk or Run ☐ Concert/Performance
☐ TUP ☐ Sporting Event ☐ Other (specify) _____

Event Name & Location

Event Title Beer Without Borders, Volume 4
Event Location (list all sites being requested) Machete Beer House (2325 Highland Ave.)

Event Times

Set-Up Starts
Date 11-10-2018 Time 2 pm Day of Week Saturday
Event Starts
Date 11-10-18 Time 4:00 pm Day of Week Saturday
Event Ends
Date 11-11-18 Time 1:30 am Day of Week Sunday
Breakdown Ends
Date 11-11-18 Time 2:00 am Day of Week Sunday

RECEIVED

SEP 20 2018

Neighborhood Services Department
City of National City

Applicant Information

Applicant (Your name) Eddie Trejo Sponsoring Organization Machete Beer House
Event Coordinator (if different from applicant) _____
Mailing Address 2325 Highland Ave. National City, CA 91950
Day Phone 858-336-5390 After Hours Phone 858-336-5390 Cell 858-336-5390 Fax _____
Public Information Phone 619-773-6986 E-mail machetebeerhouse@gmail.

Applicant agrees to investigate, defend, indemnify and hold harmless the City, its officers, employees and agents from and against any and all loss, damage, liability, claims, demands, detriments, costs, charges, expense (including attorney's fees) and causes of action of any character which the City, its officers, employees and agents may incur, sustain or be subjected to on account of loss or damage to property or the loss of use thereof and for bodily injury to or death of any persons (including but not limited to the employees, subcontractors, agents and invitees of each party hereto) arising out of or in any way connected to the occupancy, enjoyment and use of any City premises under this agreement to the extent permitted by law.

Applicant understands this TUP/special event may implicate fees for City services, which will have to be paid in the City's Finance Department 48 hours prior to the event set-up. The undersigned also understands and accepts the City's refund policy for application processing and facility use and that fees and charges are adjusted annually and are subject to change.

Signature of Applicant: [Signature] Date 9/20/18

Special Event Application (continued)

Please complete the following sections with as much detail as possible since fees and requirements are based on the information you provide us.

Fees/Proceeds/Reporting

Is your organization a "Tax Exempt, nonprofit" organization? Yes ☐ No ☒

Are admission, entry, vendor or participant fees required? Yes ☒ No ☐

If YES, please explain the purpose and provide amount (s):

Admission fees will ensure that we plan for the appropriate number of attendants, and will cover expenses such as fence, porta-potties, etc.

\$ 1000 Estimated Gross Receipts including ticket, product and sponsorship sales from this event.

\$ 800 Estimated Expenses for this event.

\$ N/A What is the projected amount of revenue that the Nonprofit Organization will receive as a result of this event?

Description of Event

☐ First time event ☒ Returning Event ☐ include site map with application

Note that this description may be published in our City Public Special Events Calendar:

A MACHETE style celebration of Mexican Craft Beer. Special beers from many of our friends from breweries from South of the border.

One of our goals is to foster bi-national business growth in the craft beer industry of National City. And to showcase the best Mexican craft beer has to offer.

Estimated Attendance

Anticipated # of Participants: 200 Anticipated # of Spectators: 0

Traffic Control, Security, First Aid and Accessibility

Requesting to close street(s) to vehicular traffic? Yes ☐ No ☒

List any streets requiring closure as a result of the event (provide map): NONE

Date and time of street closure: _____ Date and time of street reopening: _____

☐ Other (explain) _____

Requesting to post "no parking" notices? Yes ☐ No ☒

☐ Requested "No Parking" on city streets and/or parking lots (list streets/parking lots) (provide map):

☐ Other (explain) _____

Security and Crowd Control

Depending on the number of participants, your event may require Police services.

Please describe your procedures for both Crowd Control and Internal Security: We have a fully staffed
business operating in our location already. Our staff are experienced and equipped to handle this size g
beer drinking customers.

Have you hired Professional Security to handle security arrangements for this event?

Yes ☐ No ☒ If YES, name and address of Security Organization _____

Security Director (Name): _____ Phone: _____

If using the services of a professional security firm AND the event will occur on City property, please provide a copy of its insurance certificate, evidencing liability with limits of at least \$1 Million dollars per occurrence/\$2 Million dollars aggregate, as well as and additional insured endorsement naming the City of National City, its officers, employees, and agents as additional insureds. Evidence of insurance must be provided by the vendor or its insurer to the City's Risk Manager for review and approval prior to the event.

Is this a night event? Yes ☒ No ☐ If YES, please state how the event and surrounding area will be illuminated to ensure safety of the participants and spectators: _____

Our parking lot has sufficient lighting permanently installed.

First Aid

Depending on the number of participants, your event may require specific First Aid services.

First aid station to be staffed by event staff? Yes ☒ No ☐ First aid/CPR certified? Yes ☒ No ☐

☐ First aid station to be staffed by professional company. ► Company _____

Accessibility

Please describe your Accessibility Plan for access at your event by individuals with disabilities:

Our entire property is ADA compliant.

Elements of your Event

Setting up a stage? Yes ☒ No ☐

☐ Requesting City's PA system

☐ Requesting City Stage; If yes, which size? ☐ Dimensions (13x28) ☐ Dimensions (20x28)

☒ Applicant providing own stage ► 8x16 (Dimensions)

Setting up canopies or tents?

_____ # of canopies size _____

_____ # of tents size _____

☒ No canopies/tents being set up

Setting up tables and chairs?

☒ Furnished by Applicant or Contractor

4 _____ # of tables ☐ No tables being set up

12 _____ # of chairs ☐ No chairs being set up

☐ (For City Use Only) Sponsored Events – Does not apply to co-sponsored events

_____ # of tables ☐ No tables being set up

_____ # of chairs ☐ No chairs being set up

Contractor Name _____

Contractor Contact Information _____
Address City/State Phone Number

Setting up other equipment?

- ☐ Sporting Equipment (explain) _____
- ☐ Other (explain) _____
- ☒ Not setting up any equipment listed above at event

Having amplified sound and/or music? Yes ☒ No ☐

- ☒ PA System for announcements ☒ CD player or DJ music
- ☒ Live Music ▶ ☒ Small 4-5 piece live band ▶ ☐ Large 6+ piece live band
- ☐ Other (explain) _____

If using live music or a DJ. ▶ Contractor Name To be determined

▶ _____

Address City/State Phone Number

Using lighting equipment at your event? Yes ☐ No ☒

- ☐ Bringing in own lighting equipment
- ☐ Using professional lighting company ▶ Company Name _____
- Address City/State Phone Number

Using electrical power? Yes ☒ No ☐

- ☒ Using on-site electricity ☒ For sound and/or lighting ☐ For food and/or refrigeration
- ☐ Bringing in generator(s) ☐ For sound and/or lighting ☐ For food and/or refrigeration

Vendor Information

PLEASE NOTE: You may be required to apply for a temporary health permit if food or beverages are sold or given away during your special event. Also see 'Permits and Compliance' on page 8 in the Special Event Guide. For additional information on obtaining a temporary health permit, please contact the County of San Diego Environmental Health at (619) 338-2363.

Having food and non-alcoholic beverages at your event? Yes ☒ No ☐

- ☒ Vendors preparing food on-site ▶ # ² _____ ▶ Business License # _____
- If yes, please describe how food will be served and/or prepared: to be determined

If you intend to cook food in the event area please specify the method:

☐ GAS ☐ ELECTRIC ☐ CHARCOAL ☐ OTHER (Specify): _____

- ☐ Vendors bringing pre-packaged food ▶ # _____ ▶ Business License # _____
- ☐ Vendors bringing bottled, non-alcoholic beverages (i.e., bottled water, can soda, etc.) ▶ # _____
- ☐ Vendors selling food # _____ ▶ Business License #(s) _____
- ☐ Vendors selling merchandise # _____ ▶ Business License #(s) _____

- ☐ Food/beverages to be handled by organization; no outside vendors
- ☐ Vendors selling services # _____ ▶ Business License #(s) _____ To be determined
- ▶ Explain services _____
- ☐ Vendors passing out information only (no business license needed) # _____
- ▶ Explain type(s) of information _____
- ☒ No selling or informational vendors at event

Having children activities? Yes ☐ No ☒

PLEASE NOTE: In the event inflatable jumps are provided at the event, The City of National City requires commercial liability insurance with limits of at least \$1-Million dollars per occurrence/\$2 Million dollars aggregate. In addition, the City of National City must be named as an Additional Insured pursuant to a separate endorsement, which shall be provided by the vendor or its insurer to the City's Risk Manager, along with the Certificate of Insurance, for approval prior to the event. The application should be filed out at least one week prior to the event. There is a \$25 fee to process the permit application. For questions or to obtain a copy of the "Facility Use Application", please contact the Engineering/Public Works Department at (619) 336-4580.

- ☐ Inflatable bouncer house # _____ ☐ Rock climbing wall Height _____
- ☐ Inflatable bouncer slide # _____ ☐ Arts & crafts (i.e., craft making, face painting, etc.)
- ☐ Other _____

Having fireworks or aerial display? Yes ☐ No ☒

- ☐ Vendor name and license # _____
- Dimensions _____ Duration _____
- Number of shells _____ Max. size _____

PLEASE NOTE: In the event fireworks or another aerial display is planned for your event, The City of National City requires commercial liability insurance with limits of at least \$2 Million dollars per occurrence/ \$4 Million dollars aggregate. In addition, the City of National City must be named as an Additional Insured pursuant to a separate endorsement, which shall be provided by the vendor or its insurer to the City's Risk Manager, along with the Certificate of Insurance, for approval prior to the event. Depending on the size and/or nature of the fireworks display, the City reserves the right to request higher liability limits. The vendor must also obtain a fireworks permit from the National City Fire Department and the cost is \$502.00

Arranging for media coverage? Yes ☐ No ☒

- ☐ Yes, but media will not require special set-up
- ☐ Yes, media will require special set-up. Describe _____

Event Signage

PLEASE NOTE: For City sponsored or co-sponsored events, banners publicizing the event may be placed on the existing poles on the 1800 block and 3100 block of National City Boulevard. The banners must be made to the City's specifications. Please refer to the City's Special Event Guidebook and Fee Schedule for additional information.

Are you planning to have signage at your event? Yes ☐ No ☒

☐ Yes, we will post signage # _____ Dimensions _____

☐ Yes, having inflatable signage # _____ ▶ (complete Inflatable Signage Request form)

☐ Yes, we will have banners # _____

☐ What will signs/banners say? _____

☐ How will signs/banners be anchored or mounted? _____

Waste Management

PLEASE NOTE: One toilet for every 250 people is required, unless the applicant can show that there are sufficient facilities in the immediate area available to the public during the event.

Are you planning to provide portable restrooms at the event? Yes ☒ No ☐

If yes, please identify the following:

▶ Total number of portable toilets: ² _____

▶ Total number of ADA accessible portable toilets: ¹ _____

☐ Contracting with portable toilet vendor. ▶ _____
to be determined

▶ Load-in Day & Time _____ ▶ Load-out Day & Time _____
Company Phone

☐ Portable toilets to be serviced. ▶ Time _____

Set-up, Breakdown, Clean-up

Setting up the day before the event?

☐ Yes, will set up the day before the event. ▶ # of set-up day(s) _____

☒ No, set-up will occur on the event day

Requesting vehicle access onto the turf?

☐ Yes, requesting access onto turf for set-up and breakdown (complete attached Vehicle Access Request form)

☒ No, vehicles will load/unload from nearby street or parking lot.

NPDES-Litter Fence

- ☐ City to install litter fence
- ☐ Applicant to install litter fence
- ☒ N/A

Breaking down set-up the day after the event?

- ☐ Yes, breakdown will be the day after the event. ► # of breakdown day(s) _____
- ☒ No, breakdown will occur on the event day.

How are you handling clean-up?

- ☐ Using City crews
- ☒ Using volunteer clean-up crew during and after event.
- ☐ Using professional cleaning company during and after event.

Miscellaneous

Please list anything important about your event not already asked on this application:

**Please make a copy of this application for your records.
We do not provide copies.**



Special Events

Pre-Event Storm Water Compliance Checklist

I. Special Event Information

Name of Special Event:	Beer Without Borders, Volume 4		
Event Address:	2325 Highland Ave	Expected # of Attendees:	200
Event Host/Coordinator:	Eddie Trejo	Phone Number:	858-336-5390

II. Storm Water Best Management Practices (BMPs) Review

	YES	NO	N/A
Will enough trash cans provided for the event? Provide number of trash bins: _____			X
Will enough recycling bins provided for the event? Provide number of recycle bins: _____			X
Will all portable toilets have secondary containment trays? (exceptions for ADA compliant portable toilets)			X
Do all storm drains have screens to temporarily protect trash and debris from entering?			X
Are spill cleanup kits readily available at designated spots?			X

* A Post-Event Storm Water Compliance Checklist will be completed by City Staff.

City of National City

PUBLIC PROPERTY USE HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

Persons requesting use of City property, facilities or personnel are required to provide a minimum of \$1,000,000 combined single limit insurance for bodily injury and property damage which includes the City, its officials, agents and employees named as additional insured and to sign the Hold Harmless Agreement. Certificate of insurance must be attached to this permit. The insurance company issuing the insurance policy must have a A.M. Best's Guide Rating of A:VII and that the insurance company is a California admitted company; if not, then the insurance policy to the issuance of the permit for the event. The Certificate Holder must reflect:

City of National City
Risk Management Department
1243 National City Boulevard
National City, CA 91950

Organization: Machete Beer House

Person in Charge of Activity: Eddie Trejo

Address: 2325 Highland Ave. National City, CA 91950

Telephone: _____ Date(s) of Use: _____

HOLD HARMLESS AGREEMENT

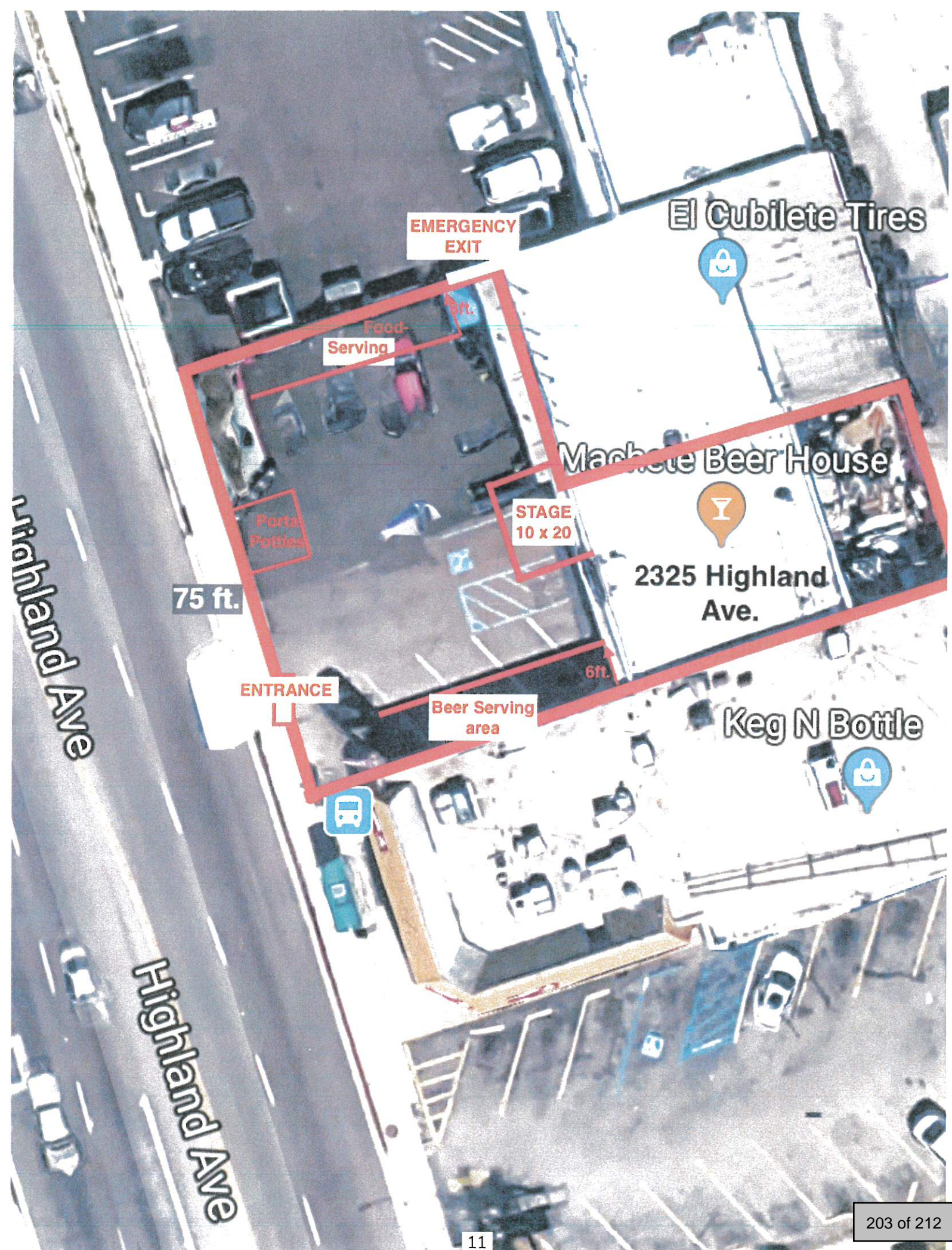
As a condition of the issuance of a temporary use permit to conduct its activities on public or private property, the undersigned hereby agree(s) to defend, indemnify and hold harmless the City of National City and the Parking Authority and its officers, employees and agents from and against any and all claims, demands, costs, losses, liability or, for any personal injury, death or property damage, or both, or any litigation and other liability, including attorneys fees and the costs of litigation, arising out of or related to the use of public property or the activity taken under the permit by the permittee or its agents, employees or contractors.

Signature of Applicant: 

Official Title: Member/Manager Date: 9/20/15

For Office Use Only

Certificate of Insurance Approved _____ Date _____



**CITY OF NATIONAL CITY
NEIGHBORHOOD SERVICES DEPARTMENT
APPLICATION FOR A TEMPORARY USE PERMIT
RECOMMENDATIONS AND CONDITIONS**

SPONSORING ORGANIZATION: **Machete Beer House**
EVENT: **Beer Without Borders, Volume 4**
DATE OF EVENT: **November 10, 2018**

APPROVALS:

DEVELOPMENT SERVICES	YES [x]	NO []	SEE CONDITIONS [x]
RISK MANAGER	YES [x]	NO []	SEE CONDITIONS [x]
PUBLIC WORKS	YES [x]	NO []	SEE CONDITIONS []
FINANCE	YES [x]	NO []	SEE CONDITIONS [x]
FIRE	YES [x]	NO []	SEE CONDITIONS [x]
POLICE	YES [x]	NO []	SEE CONDITIONS [x]
CITY ATTORNEY	YES [x]	NO []	SEE CONDITIONS [x]
COMMUNITY SERVICES	YES [x]	NO []	SEE CONDITIONS []
NEIGHBORHOOD SERVICES	YES [x]	NO []	SEE CONDITIONS [x]

CONDITIONS OF APPROVAL:

DEVELOPMENT SERVICES (619) 336-4318

Building

No comments

Planning

All activities shall comply with Table III of NCMC Title 12 (Noise).
Speakers shall be directed away from residential areas.

Engineering

No comments

POLICE DEPARTMENT

Based on the estimated 200 participants, the police department recommends that applicant hire 4 licensed and bonded private security officers for this event. This is based on the ratio of 1 to 50 person ratio of the expected 200 participants.

In the event the police department receives noise complaints from citizens regarding the live or amplified music, it will be required for the sound level to be lowered to an acceptable level. The live and amplified music should not extend past 10:00P.M.

Applicant will need to process a one day ABC permit.

CITY ATTORNEY

Approved on condition that Risk Manager approves.

COMMUNITY SERVICES

No involvement

NEIGHBORHOOD SERVICES

Neighborhood Notifications – Events are required to notify residents and/or businesses of the surrounding impacted areas by the event. The notice shall include the name of the event, name and phone number of the company/organization producing the event, the dates and times of the event (including set-up and breakdown) and a detailed description of how the residents and/or businesses may be affected, such as by street closures, “No Parking” signs being posted, music at the event, etc.

RISK MANAGER (619) 336-4370

Risk Management has reviewed the above captioned application for the issuance of a Temporary Use Permit. In as much as the event will held solely on private property there will be no additional insurance requirements necessary for the issuance of the permit.

It should be noted that the Hold Harmless and Indemnification Agreement were properly executed by the applicant at the time the Special Event Application was submitted.

PUBLIC WORKS (619)366-4580

No involvement

FINANCE

No comments

FIRE (619) 336-4550

INSPECTION REQUIRED

\$200.00 INSPECTION FEE FOR INSPECTIONS OCCURING AFTER HOURS OR ON WEEKENDS OR HOLIDAYS

Stipulations required by the Fire Department for this event are as follows:

- 1) Access to the area to be maintained at all times, entrances and emergency roadways.
- 2) Fire Department access into and through event areas are to be maintained at all times. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet and an unobstructed vertical clearance of not less than 14 feet.
- 3) Fire Hydrants shall not be blocked or obstructed.
- 4) Participants on foot are to move immediately out of the Fire Lane upon approach of emergency vehicle(s).
- 5) Vehicles within venue shall be isolated from contact with the tents, canopies or membrane structures. Vehicles shall be at least **20** feet away from tents, canopies and membrane structures.
- 6) You listed the event as not a night event, but also list it running until 1:30am, but list no additional lighting? Please correct your TUP and re-submit corrections if needed for proper review stipulations.
- 7) The Event will be required to provide a First Aid station.

- 8) Provide a minimum of 2A:10BC fire extinguishers throughout the area. Extinguisher to be mounted in a visible location between 3½' to 5' from the floor to the top of the extinguisher. Maximum travel distance from an extinguisher shall not be more than 75 feet travel distance. A sign describing location of extinguisher (*Fire Extinguisher*) shall be placed immediately above the fire extinguisher. Large canopies, tents and stages will require fire extinguishers. (Contact NCFD for more info if needed)
- 9) Every room or space (Fenced in location), shall have the occupant load of the space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. Posted signs shall be of an approved legible permanent design and shall be maintained by the owner or authorized agent. The maximum occupant load of this space shall be based on room set-up and items placed inside tents or canopies. **The maximum occupancy load shall be posted by the Building or Fire Official based on room configuration.** At no time shall the owner or agent allow the posted occupant load to be exceeded. Contact the NC Building Dept. (contact NCFD for more info if needed)
- 10) Exits shall be clearly marked. Exit signs shall be installed at required exit doorways and where otherwise necessary to indicate clearly the direction of egress when the exit serves and occupant of 50 or more. Exits, aisles and passageways shall not be blocked or have their minimum clear width obstructed in any manner.
- 11) The arrangement of aisles shall be subject to approval by the building and fire code official, and shall be maintained clear at all times during occupancy.
- 12) The floor surface and grounds outside shall be kept clear of combustible waste. Such waste shall be stored in approved containers until removed from the premises.
- 13) Internal combustion power sources that may be used for "Emergency Power" shall be of adequate capacity to permit **uninterrupted operation** during normal operating hours.
- 14) Internal combustion power sources shall be isolated from contact with the public by either physical guards, fencing or an enclosure.
- 15) A drip pan shall be used to capture oils and fuel lost during normal operation.

- 16) Diesel fuel stored, shall be no more than 10 gallons of fuel. Diesel fuel shall be stored no closer than 20 feet from generator.
- 17) Diesel fuel shall be protected from impact of surrounding vehicles and machinery (20 feet). Container holding fuel, shall meet all state and federal guidelines for holding vessel and storage.
- 18) Approved holding vessel (container) shall be labeled (DOT) so as to describe its contents. Label shall be visible to all oncoming emergency personal.
- 19) Diesel fuel container shall have secondary containment to meet code.
- 20) Diesel fuel container shall be bonded and grounded to meet code.
- 21) Dispensing of fuel shall meet code requirements for the correct dispensing of flammable and combustible liquids. Gravity style dispensing apparatus shall not be used.
- 22) Provide a 2A:10BC fire extinguisher at entrance to generator. Extinguisher to be mounted in a visible location between 3½'to 5' from the floor to the top of the extinguisher. Maximum travel distance from an extinguisher shall not be more than 75 feet travel distance.
- 23) Any electrical power used, is to be properly grounded and approved. Extension cords shall be used as "Temporary Wiring" only, and shall be protected so as not to create a tripping hazard to the public. Consult building official for requirements and inspection of possible temporary power/electrical.
- 24) A clear revised site map shall be required for this event to include requirements mentioned in this document with the removal of the building as part of the venue.
- 25) A fire safety inspection is to be conducted by the Fire Department prior to operations of the event.
- 26) Occupant load of building must be maintained at all times at the door with a counter to be available at will for inspection by City Officials.
- 27) A fire safety inspection is to be conducted by the Fire Department prior to operations of the event Required inspections taking place, after hours, holidays, and weekends will be assessed a minimum of two hundred (\$200.00) dollars. Please contact the National City Fire Department to arrange a time for inspection. Periodic inspections will be conducted by the National City Fire Department for this event

- 28) Fire Department fees can only be waived by City Council.
- 29) If tents or canopies are used, tents having an area in excess of 200 square feet and or canopies in excess of 400 square feet or multiple tents and or canopies placed together equaling or greater than the above stated areas, are to be used, they shall be flame-retardant treated with an approved State Fire Marshal seal attached. A ten feet separation distance must be maintained between tents and canopies. A permit from the Fire Department must be obtained. **Cooking shall not be permitted under tents or canopies unless the tents or canopies meet "State Fire Marshal approval for cooking.** Certificate of State Fire Marshal flame resistancy shall be provided to the National City Fire Department if applicable. A permit for the projected canopies/tents shall be four hundred (\$400.00) dollars. Fees can only be waived by City Council.

Canopies:

0 – 400 sf -	\$0
401 – 500 sf -	\$250.00
501 – 600 sf -	\$300.00
601 – 700 sf -	\$400.00

Tents:

0 –200 sf -	\$200.00
201 – (+) sf -	\$400.00

- 30) Stage, is there a cover or walls? What are they made of? This info will need to be reviewed for possible stipulations?
- 31) The Building may not be used as part of the venue and shall be removed from the map.
- 32) Exit signs shall be **GREEN** in color and shall be of an approved self-lumination type or shall be internally or externally illuminated by luminaries supplied in the following manner:
- Two separate circuits, one of which shall be separated from all other circuits, for occupant loads of 300 or less.
- 33) Means of egress shall be illuminated with light (Bug Eyes) having an intensity of not less than 1 foot-candle at the floor level while the structure is occupied. Fixtures required for means of egress illumination shall be supplied from a separate circuit or source of power. This may be accomplished by use of a light tower/generator.

- 34) The building must be closed and unavailable to the event as it does not meet the assembly occupancy needs of the event.

Approval Contingent upon Final Field Inspection and Compliance with All Applicable Codes and Ordinances.

If you have any questions please feel free to contact me.

The following page(s) contain the backup material for Agenda Item: Request by the National City Historical Society for notification of building permit applications involving buildings (resources) that may have features of historic value. (Planning)
Please scroll down to view the backup material.

**CITY OF NATIONAL CITY, CALIFORNIA
COUNCIL AGENDA STATEMENT**

MEETING DATE: October 16, 2018

AGENDA ITEM NO.:

ITEM TITLE:

Request by the National City Historical Society for notification of building permit applications involving buildings ("resources") that may have features of historic value.

PREPARED BY: Raymond Pe, Acting Planning Director

DEPARTMENT: Planning

PHONE: 619-336-4421

APPROVED BY: _____

Brad Raulston, Deputy City Manager

EXPLANATION:

The National City Historical Society has provided its expertise in consultations with staff to initiate the designation of historic properties. The Historical Society has concluded an extensive review of the City's previous historical properties surveys as well as other properties that were not included on the surveys. In the course of conducting this work, the Historical Society documented many properties that may not be appropriate for designation on the local historic properties list, but which otherwise have features of historic value. Consequently, the Historical Society has recommended that a process be established to provide them with notice of permit requests for demolition or alteration of buildings ("resources") that may have features of historic value. Such notice would allow the Historical Society to reach out to those property owners to allow salvaging of historical components or to provide guidance with regard to the use of historically accurate building materials and construction techniques to preserve the historic nature of the buildings. Staff is seeking direction with regard to developing and implementing administrative procedures to identify these buildings during the permitting process and to provide timely notice to the Historical Society.

FINANCIAL STATEMENT:

APPROVED: _____ **FINANCE**

ACCOUNT NO.

APPROVED: _____ **MIS**

ENVIRONMENTAL REVIEW:

This action is not subject to the California Environmental Quality Act since it is not a project as defined in the California Code of Regulations Section 15378.

ORDINANCE: **INTRODUCTION** ☐ **FINAL ADOPTION** ☐

STAFF RECOMMENDATION:

Provide direction to staff as to developing administrative procedures to notify the National City Historical Society of permit requests for demolition or alteration of buildings ("resources") that may have features of historic value.

BOARD / COMMISSION RECOMMENDATION:

Not Applicable

ATTACHMENTS:

N/A